



WELCOME

National Survey of Manual Scavengers

Workshop for Nodal officers and Coordinators



Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, (MS) 2013

“Manual Scavenger” means a person engaged or employed by an individual or a local authority or a public or private agency, for manually cleaning, carrying, disposing of, or otherwise handling in any manner, human excreta in an insanitary latrine or in an open drain or pit into which the human excreta from insanitary latrines is disposed of, or on a railway track or in such other spaces or premises, as the Central Government or a State Government may notify, before the excreta fully decomposes in such manner as may be prescribed, and the expression “manual scavenging” shall be construed accordingly.”

- **MS Act, 2013** also provides that no person, local authority or any agency shall, after the commencement of the Act, engage or employ, either directly or indirectly, a manual scavenger, and every person so engaged or employed shall stand discharged immediately from any obligation, express or implied, to do manual scavenging.
- **Scheme for Rehabilitation of Manual Scavengers (SRMS)** is a Central Sector Scheme of Ministry of Social Justice and Empowerment (MSJE), Govt of India
- The main objective of the scheme is to remove the scourge of the most inhuman practice of manual handling of night soil and provide alternate livelihood options to manual scavengers

Objective of Survey

- "Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013" (MS Act, 2013) is in force from December, 2013
- February, 2013: Survey of manual scavengers identified 13,600
- M/o Drinking Water and Sanitation (DWS): Number of insanitary latrines converted 2.67 lakh.
- Assuming that one person can clean 10 toilets then there must be about 26000 manual scavengers in rural areas alone who had been manual scavengers
- The dependents may be around 1.30 lakh eligible for availing benefits of GOI schemes

Selection of Districts

- Based on data of insanitary toilets provided by M/o. DWS, a total of 164 districts identified in 18 States for Phase-I to be completed by April 2018

S.No.	State	No. of Districts
1	Andhra Pradesh	5
2	Assam	3
3	Bihar	16
4	Gujarat	2
5	Haryana	5
6	J & K	7
7	Jharkhand	3
8	Karnataka	6
9	Kerala	4
10	Madhya Pradesh	14
11	Maharashtra	14
12	Punjab	4
13	Rajasthan	18
14	Tamil Nadu	6
15	Telangana	2
16	Uttar Pradesh	47
17	Uttarakhand	2
18	West Bengal	6
	Total	164



State – wise Status of Rehabilitation of Manual Scavengers

S. NO.	Name of State/UT	No. of Manual Scavengers whose details uploaded	Provided OTCA (No. of MS)	Capital Subsidy Released to SCA (No. of beneficiaries)	Amount of Capital Subsidy released to SCA (Rs. in lac)	Skill Development Training Sanctioned *
1	Andhra Pradesh	78	56	0	0	0
2	Assam	154	147	0	0	10
3	Bihar	137	131	0	0	91
4	Chhattisgarh	3	3	0	0	0
5	Karnataka	732	554	190	148.625	223
6	Madhya Pradesh	36	36	0	0	100
7	Odisha	237	222	83	38.29	68
8	Punjab	91	89	35	17.61	346
9	Rajasthan	338	333	0	0	108
10	Tamilnadu	363	336	0	0	250
11	Uttar Pradesh	11230	10651	333	274.42	12178
12	Uttarakhand	137	135	71	38.665	116
13	West Bengal	104	95	97	48.51	97
Grand Total		13640	12788	809	566.121	13587

* Includes combined numbers of Manual Scavengers and Safai Karamcharis in MS localities

Selection of Districts

S.No.	State	No. of Districts
1	Andhra Pradesh	5
2	Karnataka	6
3	Kerala	4
4	Tamil Nadu	6
5	Telangana	2
	Total	23

Life Changing Interventions for Identified Manual Scavengers

- The following assistance is provided under **SRMS** applicable from November, 2013:-
 - **One Time Cash Assistance of Rs. 40,000/-** for enabling change in livelihood
 - Skill Development Training upto two years with stipend Rs. 3,000/- p.m
 - Concessional Loan for self employment projects upto Rs. 15 lakh with capital subsidy upto Rs. 3.25 lakh
 - Skilling and financing available to all dependents of the Manual Scavengers
 - Facilitating formation of SHGs of MS through empanelment of voluntary organisations
- Under Centrally Sponsored Scheme of '**Pre-Matric Scholarships**'
 - Rs. 110 per month is provided to day-scholars
 - Rs. 700 per month to hostellers,
- SC/BC get benefits under regular SC/BC schemes

Some prominent Success Stories



Modus Operandi of Survey

- **Each State to nominate a nodal officer** to coordinate with concerned Districts
- **Nodal officers at district level to** participate in Survey cum Identification Camps
- Publicity through community workers, district staff and local media
- Three to four Survey Camps of two days in each district
- Reliance on documents available with NGOs, District authorities, declarations by the MS & physical inspections
- District Nodal officer and Consultant of NSKFDC to fill up survey forms of identified/verified persons
- **Survey of manual scavengers in 18 States to be completed by 30th April, 2018.**

Role of States

- Appoint State and Distt. Nodal Officers
- State Nodal Officer to ensure:
 - Nomination of Distt. Nodal officers
 - Distt. Admn provides support in organising Survey cum Identification Camps and forwards the survey report to NSKFDC.
 - Translate the Publicity material and Survey Form (if required) in vernacular
- Distt. Nodal Officer to ensure:
 - Early finalisation of dates and venues of the Survey cum Identification Camps in each selected district- in coordination with Distt. Coordinator
 - Provide adequate publicity through Press Release, pamphlets, personal contact by its field staff etc.
 - Arrangements for organising camps
 - Participate/nominate representative to participate in the process of Camps
 - Prepare minutes of each camp and forward district's consolidated report alongwith Survey Forms of identified manual scavengers to NSKFDC.

Role of Distt. Coordinator

- To list out areas where Survey cum Identification Camps should be held
- Identify local mobilisers from community (8-10)
- Finalise the dates and venues of the Camps in consultation with the Distt. Nodal Officer –Govt. buildings to be preferred
- Print pamphlets in vernacular and arrange copies of the Survey Forms.
- Send mobilisers in each basti of the target group for publicity in urban and rural areas of District
- Make arrangements for organising camps in consultation with Distt. Nodal Officer
- Attend the camps and fill up survey forms
- Assist Distt. Nodal Officer in preparing minutes of the camps

Role of Mobilisers and Field Staff

- To give publicity in each basti/village of the Distt. about the Survey to the target group.
- Inform them the date and venue of the camp
- Inform them that they have to come to the camp venue with:
 - One passport size photograph
 - Bank pass book with a copy
 - Aadhaar with a copy (any other document in support of their identity, if Aadhaar is not issued)
 - Any other document in support of their claim as manual scavenger
- Provide support in Survey Camp

Intimation of Camps

- Distt. Coordinator to inform NSKFDC final dates and venues of Survey cum Identification camps in a district.
- Gap of atleast two days between two camps in a district
- All concerned departments of States such and UD, RD,PR etc to be advised well in advance
- Publicity to be given by State Govt./ Municipality

Survey cum Identification Camp

- Distt. Coordinator would ensure that the following arrangements have been made for the Camp:
 - Two tables
 - 10-25 chairs (as per anticipated requirement)
 - Survey Forms in sufficient number (as per anticipation)
 - Stationery like papers, carbon papers, pens, stapler, gum etc.
- Distt. Coordinator and the Nodal Officer/representatives to reach the venue of the camp at scheduled time.
- State Corporations of SCs and BCs to be present at the camp alongwith representatives of concerned lead banks
- Remain in touch over phone with the mobilisers/field staff to bring the target group to the camp.
- Fill up survey forms of the target group and sign.
- At the end of the second day of camp, both would prepare minutes of the camp.

Evidences for Cognizance

The survey can take cognizance of the evidences, including the following for identification of manual scavengers:-

- Self declarations of manual scavengers already verified by local authority
- Any record of manual scavenger with any authority
- Data of Socio-Economic Castes Census (SECC) 2011 or any other survey
- Any document with any authority/stakeholder suggesting that applicant was/is engaged in manual scavenging.
- Any photographic evidence/memorandum given by any stakeholder to any authority regarding manual scavenging by applicant
- List of insanitary latrines or manual scavengers provided by credible organizations working in this sector.
- Existing instances of manual scavenging and the persons employed therein.
- Declaration, if any, by individuals verified by local authority reg. manual scavenging
- Any other relevant source/method of ascertaining the existence of manual scavenging.

Survey Form

Survey of the persons engaged in manual scavenging

(Office Use)

▪ Name of the State: _____

▪ District: _____

Photo of the person
engaged in manual
scavenging

If Urban:

▪ Municipality: _____ Ward : _____

If Rural:

▪ Tehsil: _____ Block: _____ Village _____

1. Name : _____

(As per Bank Passbook)

2. Father/Spouse Name: _____

3. Address: _____

Contact No.

Aadhaar:

4. Bank details

Name of Bank _____

Branch _____

IFSC Code _____

Account No. _____

5. Category of Household:

(Scheduled Caste-1, Scheduled Tribe-2, OBC-3, Minority – 4, Others-5)

6. If the applicant is still engaged in manual scavenging (code 1):

Or was engaged in manual scavenging in 2013 or thereafter, but not now (code2)

P.T.O.

1. If code 2, (a) Applicant's present occupation: _____

(b) Monthly Income : Rs. _____

2. Type of Manual Scavenging applicant was/is doing: ☐

(Cleaning of Dry Toilet-1, Cleaning open drain into which human excreta is flushed from toilet-2, Manual Cleaning of Single Pits attached to toilets-3)

Important Note: For location of work place of manual scavenging and self declaration, please fill in the attached **Form-A**.

3. Has any member of applicant's family has already been identified as Manual scavenger? (Yes-1, No-2) ☐

(a) If yes, his/her name _____

(b) relationship with applicant ☐
(relationship code as given in Form-B.)

Important Note: For details about the family members please fill **Form-B**

Signature of applicant manual scavenger: _____

Name: _____

Date: _____

We have verified the documents presented by the applicant. After our assessment we recommend that his/her name may be included in the list of manual scavengers.

Signature (Consultant Deployed by NSKFDC) Name:	_____	Signature (Nominated Representative of Municipality/Distt. Authority) Name and Designation:	_____
Date:	_____	Date:	_____

SELF DECLARATION BY MANUAL SCAVENGER

I, _____ Son/Daughter/Wife of _____

Resident of _____

do hereby declare that the details given in survey form are true. I further declare that I am still engaged in manual scavenging

Or

I was engaged in manual scavenging during 2013 or thereafter.

(please strike out whichever is not applicable)

As per information given in the survey form, I am/was doing manual scavenging at the following place:-

S.No.	Name of House owner	Address	Type of latrine (Dry Latrine/ Open drain where human excreta is flushed/ single pit latrine)
1			
2			
3			
4			
5			

Date: _____

Signatures: _____

Name: _____

Household Profile

(Starting with the manual scavenger, please give the names of the family members who live in your household)

Sl. No.	Name	Gender (M-1,F-2)	Age (as on 1.1.18)	Marital Status code	Relationship with Applicant Manual Scavenger of the HH (code)	Educational /Skill Qualification code	Current Occupation code	Monthly Income (Amt. in Rs.)	Requirement if any, for			Remarks
									Education	Skill Training	Project for Loan	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1												
2												
3												
4												
5												
6												
7												

Codes:**Marital Status:** 1. Married 2. Unmarried 3. Divorced/Widow**Relationship:** 1. Father 2. Mother 3. Brother 4. Sister 5. Grandfather 6. Grandmother 7. Father in Law 8. Mother in Law 9. Self 10. Son 11. Daughter 12. Self 13. Others (Specify)_____**Education:** 1. Illiterate 2. Primary 3. Middle 3. Secondary 4. 10+2 5. Graduate and above 6. Skilled**Occupation:** 1. Agricultural Labour 2. Housewife 3. Student 4. Farmer 5. Wage Labourer 6. Self employed 7. Permanent Sanitation worker in Government 8. Contractual/Casual Sanitation Worker 9. Other Service/Job 10. Others (specify).....

Matter for Advertisement in local newspapers and Publicity

National Safai Karamcharis Finance and Development Corporation
(A Government of India Enterprises under the Ministry of Social Justice and Empowerment)

Survey of manual Scavengers

General public is hereby informed that the Government of India, in association with State Government, is carrying out survey of manual scavengers who are defined as under:-

Those engaged in or were engaged in the activity in 2013 or thereafter in:-

- (a) Cleaning of dry latrines
- (b) Cleaning of open drains in which human excreta is flushed from insanitary latrines
- (c) Manual cleaning of single pits attached to toilets.

For registration persons belonging to above category may visit Survey cum Identification camps being organized in district of _____at the following locations:-

S.No.	Place of Camp	Date	Time	Contact person(Mobile No.)
1.				
2.				
3.				

Following documents to be brought for registration:-

- (i) Your one passport size photograph
- (ii) Photocopy of your bank passbook (please bring original also)
- (iii) Photocopy of your Aadhaar (please bring original also)
- (iv) Any other identity card like ration card, voter-id, BPL Card etc.
- (v) Any document /representation made by you or on your behalf in the past, in support of your claim that you are/were doing manual scavenging.
- (vi) Any certificate in respect of your claim of being a manual scavenger, if available.

(To be printed in Hindi, English & vernacular as per requirement)

Format of Minutes of the Survey cum identification Camp for Manual Scavengers

A Survey cum identification camp for manual scavengers was held on _____ and _____ at _____ in district _____ State _____.
During the camp the following representatives of District & NSFKDC present:-

1. _____
2. _____
3. _____

During the camp a total of _____ persons of the district claimed to be manual scavengers at the time of enactment of the Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013 (MS Act, 2013) and/or thereafter, of which number of claims of _____ are found to be in order.

Signatures	_____(1)_____	_____(2)_____	_____(3)_____
Name, Designation	_____	_____	_____
and Deptt.			

Enclosed: Survey forms of verified persons.

Format of Survey Forms Forwarding Letter by the District Authority

From:

To
The Managing Director,
National Safai Karamcharis Finance and Development Corporation,
B-2, Greater Kailash Part-II,
Opp. Savitri Cinema, New Delhi.

Subject: Report of Survey of Manual Scavengers in district_____.

Sir,

As per the instructions received from the Government, survey of manual scavengers was conducted jointly by the District Admn. by its nominated nodal officer and the authorized representatives of NSKFDC. The gist of the Survey cum identification camps held in the district is as follows:-

S.NO.	Location of Camp	Dates of camps	No. of manual scavengers identified
1.			
2.			
3.			
		Total	

Accordingly, survey forms of the _____persons verified as engaged in manual scavenging at the time of enactment of the Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013 (MS Act, 2013) and/or thereafter, alongwith the minutes of the Survey-cum-Identification Camps are enclosed for further action at your end.

Yours faithfully,

Signature with seal
Name, designation and Deptt.
Date:

Encl. As above.

Role of NSKFDC

- Coordinate with States/District Administration for conduct of Survey
- Work with community leaders for spreading awareness of the survey
- Provide support for holding survey cum identification camps
- NSKFDC would inform the Ministry of SJ&E and request to arrange for advertisement in local newspapers.
- NSKFDC would also inform the State Govt. with a request to ensure participation of concerned officials and for necessary arrangements
- Digitization of the survey observations followed by integration of data with mssurvey.nic.in portal
- Rehabilitation of the identified MS

Precautions and Considerations during Survey

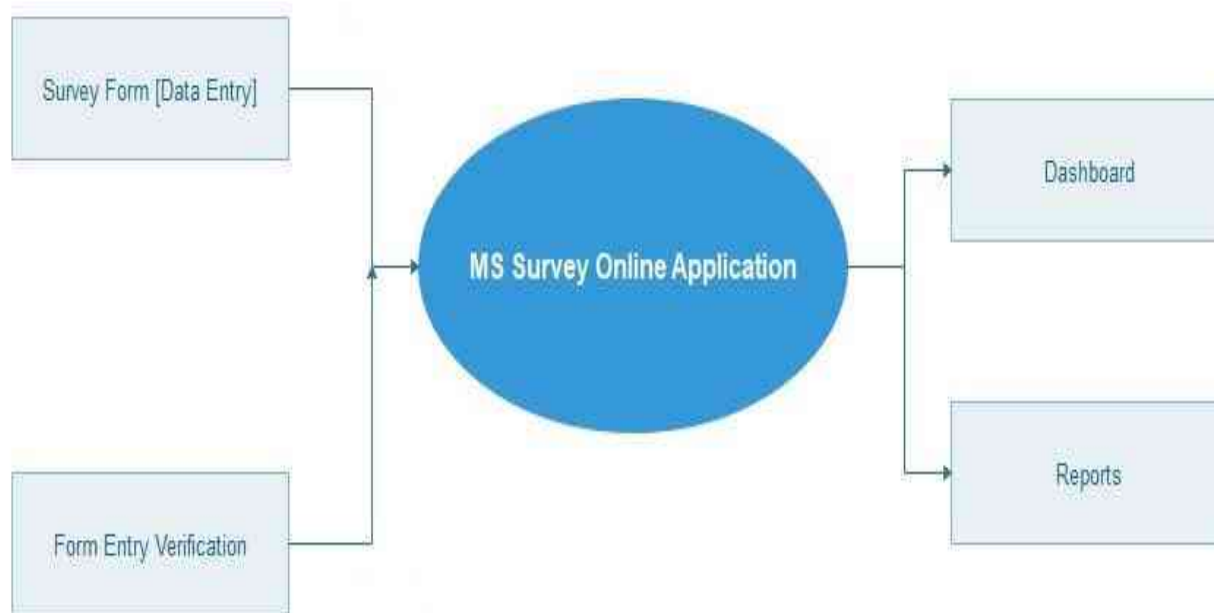
- Survey form to be filled up neatly and carefully. No column should be left blank.
- Allow filling up of survey forms of left over persons, in the subsequent camps, if any.
- District Coordinator to arrange filling up of Survey form of bed ridden persons at their doorstep.
- Sincere efforts to identify all eligible persons
- Good coordination and understanding between the District Coordinator and District Nodal Officers
- Legal/punitive action against any person found involved in any corrupt practice.

Immediate Action Points

Agenda for next five days:

- Translate the Publicity material and Survey Form (if required) in vernacular- **State Nodal Officer.**
- Identify locations and fix dates of Survey cum Identification Camps in districts and intimate to NSKFDC- **Distt. Coordinator and Nodal Officer**
- Distt. Coordinators to identify the mobilisers covering whole areas of district.
- Distt. Nodal Officers to list out field staff who would give publicity about the survey.


MS Survey Online Application





Login Screen

MS Survey

User Login

 Username

 Password


7825 

Captcha

Login

Reset

[New Registration](#) [Forgot Password](#)

Version 1.0 

Survey Form

nskfdc Admin... NSKFDC Home | Setup | Log Out

Survey Reports

Personal details

STEP 2

Name (As per Aadhar No./Bank Passbook): your image

Father/Spouse Name :

Address :

Contact No. Attach Photo : No file selected.

Aadhar No.

Bank Details

Name of Bank : Bank Branch:

IFSC Code : Account No. :

nskfdc Admin... NSKFDC Home | Setup | Log Out

Survey Reports

Form-A

Manual Scavenging Details

STEP 3

House Owner Name	Address	Type of latrine
<input type="text" value="HouseOwner Name"/>	<input type="text"/>	<input type="text" value="Dry Latrine"/> +
<input type="text" value="HouseOwner Name"/>	<input type="text"/>	<input type="text" value="Dry Latrine"/> -
<input type="text" value="HouseOwner Name"/>	<input type="text"/>	<input type="text" value="Dry Latrine"/> -

(Type of Latrine: Dry Latrine/ Open drain where human excreta is flushed/ single pit latrine)

< >

Contact Information

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Thanks