

## Request for Proposal

### Project: In-depth study to identify hazardous areas in sanitation

17<sup>th</sup> September 2024

#### Background

The government of India has renewed its focus on sanitation workers, intending to eliminate unsafe working conditions, especially those involved in cleaning sewers, septic tanks, and drains. While ecosystems such as policies, welfare schemes, and protocols are being developed to prevent unsafe incidents involving such job roles, there are still many accidents that are either reported or go unreported, which impact the lives of sanitation workers. Therefore, there is a need to assess the conditions causing such unsafe acts and provide a ground-up list of recommendations to prevent them.

WASH Institute is a not-for-profit organisation in the sanitation field for the last 15 years. It has supported the Ministry of Housing and Urban Affairs in implementing Swachh Bharat Mission Phase 1 and 2. As part of this work, it has established 13 city support units in 9 states in the country to fast-track and mainstream the SBM 2.0 implementation. One of the key agendas is to ensure that these cities are Safai Mitra Surakhshit, i.e. they are safe for sanitation workers to perform their job roles and to ensure that accidents and unsafe acts are significantly reduced.

#### Objective of the study

WASH Institute proposes to commission a study to conduct a detailed assessment of the unsafe working conditions faced by sanitation workers (involved in septic tank, sewer and drain cleaning) in seven of its project towns. This study aims to develop recommendations on infrastructure, processes and protocols, operating conditions, policies and regulations and monitoring. In addition, the study shall identify and create a database of areas within these cities that threaten the safety of sanitation workers.

WASH Institute intends to hire an expert agency experienced in safety audits and accident analysis. Detailed scope of work can be found below:

#### Scope of work

The agency is to carry out the following activities.

1. Data collection:
  - a. The agency will visit seven towns (listed in Annexure 1) and conduct focus group discussions and interviews with sanitation workers, supervisors, and sanitary inspectors to identify physical locations which pose a working hazard; these locations can be where unsafe acts have occurred (either reported or unreported), or it can be based on the inputs received from the stakeholder discussion. The agency will also conduct interviews with the

local government stakeholders, appraising them about the intent and outcome of the study. Each location identified shall be documented and evaluated for the hazards they pose. In the case of large cities, a representative sample of the locations can be assessed for the risk.

- b. The agency shall also video-document some key testimonials from stakeholders.

## 2. Analysis:

- a. For each identified location where an unsafe act has occurred or where the workers identify the hazard, map the risk and perform a root cause analysis using tools such as “5 Why analysis.” “5M” etc.
- b. Compile this information at the city level and identify common reasons and factors contributing to the risk.
- c. Rank the factors based on a combination of risk, occurrence and severity.
- d. Map unsafe areas on a GIS platform, such as Google Earth, with appropriate photos and hazard labels. This should help create a database of hazardous spots within the city/towns. Additionally, the agency should categorise potential spots within the city that have not yet been surveyed but pose a hazard (e.g. during activities like cleaning septic tanks or maintenance of underground sewage treatment plants). This database should cover two aspects: a) physically locating unsafe work spots based on the history of unsafe events or a review of potential hazards and b) categorising locations that may also pose risks, which cannot be exhaustively mapped as part of this study.

## 3. Interpretation and reporting

- a. City reports: The agency to prepare a city report detailing the nature of hazards faced by the workers, reasons based on the root cause analysis, and a list of recommendations to safeguard the workers from such unsafe acts/events. The report shall include the methodology of data collection, data analysis (tools, methods used), inference and recommendations.
- b. Compiled recommendations: The agency to also prepare a compiled list of suggestions based on observation and data from the seven pilot towns, which are generic and commonly observed across the geographics towards state and national level policies, guidelines and standards.

## 4. Consultations and dissemination

- a. The agency shall present the study findings in a conference organised by the WASH Institute.
- b. The agency shall also write an article of around 800 – 1000 words to summarise the study.

## Agency requirements:

The agency must have proven experience in the following areas:

- a) Conducting safety audits and root cause analysis in Industries

# Water Sanitation and Hygiene Institute (WASH Institute)

42, Vasant Enclave, Vasant Vihar, New Delhi-110057

Ph : +91 11 2615 4842/ 4905 8088

Email : [office@washinstitute.org](mailto:office@washinstitute.org)

[www.washinstitute.org](http://www.washinstitute.org)



- b) Must have experts in the field on confined spaces, working with hazardous chemicals, working at height and ergonomics.
- c) Must be registered in India
- d) Must have at least ten years of relevant work experience.
- e) Revenue in each of the last three financial years should be over Rs 1 crore.

## Project Timeline

The tentative start date for the project is 1<sup>st</sup> October 2024, and the end date is 30<sup>th</sup> November 2024. Agencies must submit all the deliverables, as per scope of work, before 30<sup>th</sup> November.

## Proposal submission

Agencies are requested to submit a detailed cost proposal, including:

1. Agency profile
2. Past and relevant experience
3. Team composition and CVs of experts who will work on this study
4. Detailed work plan, including Methodology of the research study and timelines
5. Documents to prove eligibility as per conditions set above
6. Financial proposal, including assumptions, if any.

Contact Information: For any queries regarding this ToR, please contact:

Mr. Nitin Gupta

WASH Institute

[nitin@washinstitute.org](mailto:nitin@washinstitute.org)

**Submission Deadline: 30<sup>th</sup> September 2024**

By submitting a proposal, the agency agrees to the terms and conditions outlined in this ToR.

## Annexure 1: List of towns

#	State	Town/city
1	Uttar Pradesh	Chunar
2	Tamil Nadu	Madurai
3	Odisha	Dhenkanal
4	Jharkhand	Bundu
5	Goa	Mapusa
6	Assam	Guwahati
7	Kerala	Kozhikode

**Registered Office:** 7/45E, Srinivasapuram, Kodaikanal-624 104, Tamil Nadu, Ph. : +91 4542 240881, F : +91 4542 240883

**Formal Course Center:** Raddiyancharam, Palani Main Road, Dindigul, Tamilnadu, Ph : +91 451 2554214

**Project Offices:** Kolkata, Munger, Bhadrachalam, Noida, Saharanpur, Madurai, Dindigul