

Environment-friendly Local Governance Framework, 2013

Approved by the Ministerial Council, Government of Nepal, September, 2013



Government of Nepal
Ministry of Federal Affairs and Local Development
Kathmandu



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Preamble

Starting from the fundamental level, it is important to make all responsible in order to mainstream the issues related to environment, climate change adaptation, disaster and waste management into the planning process and to make the local governance environment-friendly for sustainable development. Promoting coordination and cooperation in the environment, population, poverty and development for a sustainable management of environment, the Environment-friendly Local Governance Framework has been prepared with simple and measurable indicators by integrating scattered subjects in different sectoral Acts, Rules, and Policies; localizing its dimensions to increase the local ownership.

The Government of Nepal has endorsed the Environment-friendly Local Governance Framework with an aim to make the entire nation environment-friendly and achieve its indicators from the level of household, tole, settlement, village, municipality and district.

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1

Chapter

Preliminary

1.1 Background

The Interim Constitution of Nepal (2007) has guaranteed the right to live in clean environment as the fundamental right of each person. The Directive Principles of the State has mentioned that State should manage the necessary provision for clean environment, protect the environment while carrying out activities related to physical infrastructure development, raise environmental awareness among the general people, protect rare wildlife, forest and biodiversity, utilizing them sustainably and sharing their benefits equitably.

The Millennium Development Goals, Three Year Interim Plan (2007 - 2010) and the current Thirtieth Plan, Solid Waste Management Act and Rule, Environment Protection Act and Rule, Local Self-Governance Act and Rule (1999), National Adaptation Plan of Action (2010), National Strategy for Disaster Risk Management (2009), National Agriculture Policy (2004), Local Infrastructure Development Policy, National Rural Energy Policy (2006), Sanitation and Hygiene Master Plan (2010), Procedure of Local Body's Resource Mobilization and Management Guidelines, Directives and Guidelines issued by the Ministry to support in carrying out local governance initiatives; Guidelines related to the Minimum Conditions and Performance Measurement issued to monitor the performance of local bodies, have provisioned to carry out waste management, environment protection and disaster management related basic works by the local bodies themselves or in their leadership or in their coordination.

People's participation is inevitable for the effective implementation of the above-mentioned legal and policy framework. The EFLG Framework 2013 has been issued to add value to the environment-friendly local development concept encouraging environmental protection through local bodies.

1.2 Vision

The vision of this framework is to establish environmental governance and create a sustainable environment-friendly society at household, village, municipality and district levels.

1.3 Objectives

Following are the objectives of Framework:

- I. To mainstream issues related to environment, climate change adaptation and disaster management in the local planning process;
- II. To make the local governance system environment-friendly;
- III. To make all responsible, starting from the basic level, towards the environment-friendly sustainable development;
- IV. To encourage the coordination and cooperation between environment and development; and
- V. To increase local ownerships by localizing its different dimensions for the sustainable management of environment

1.4 Expected Results

Following results have been expected from the EFLG Framework:

- I. Clear frameworks availed to make the Periodic and Annual programmes environment-friendly;
- II. Basis to the sectoral Ministries of the Government of Nepal, development partners, I/NGO and all the private sectors in implementing their plans and programmes as mentioned in the indicators of this framework achieved;
- III. Support provided in the organizational development of environment-friendly local governance from local to national level;
- IV. Environmental awareness increased from the grassroots level;
- V. Initiation of the multilateral works related to environmental protection; and
- VI. Improvement in the field of environment protection, waste management, climate change adaptation and disaster management throughout the nation.

1.5 Scope

The EFLG Framework indicators will be implemented phase-wise in all the settlements, wards, VDCs, municipalities and districts of Nepal. All the households of the country will fall under the scope of this framework.

1.6 Principle

The framework has been prepared based on the following principles:

- I. The households should be responsible for works implemented at the household level, and higher level institutions should be responsible only for those works which can't be implemented at the household level.
- II. As per the concept of decentralization, environment protection related works at the local level have been encouraged to carry out in the leadership roles of local institutions.
- III. Positive competition has been taken as an important catalyst/motivation to make environmental management works effective at different levels from household to the district. The logo and letter of appreciation have been taken as the medium of such catalyst/motivation.
- IV. This framework has internalized the principle that the moral and financial burden of pollution shall be incurred by the person responsible.
- V. While conducting the environment protection campaign, inherent principles of sustainable development such as social justice, sustainable environment management and economic equity have been adopted and indicators have been accordingly set in this framework.
- VI. This framework has adopted the concept that would help achieve the multilateral issues of development (such as poverty alleviation, achievement of sanitation, educational awareness and promotion of public health, etc.) as alternatives for each other. In addition, disaster management has been taken as an inseparable aspect for multi-dimensional development.

1.7 Rationale of the Framework

The rationale of this framework shall be as follows:

- i. Since the negative effects of environment has implications ultimately for the household or individuals, participation of individuals, households and community has been promoted.
- ii. Those households directly affected by disaster or directly benefited by made to development shall be participate extensively in environmental protection and disaster management to guide and advance environment protection campaigns.

- iii. To clarify everyone's works, duties and responsibilities regarding waste management, climate change adaptation, biodiversity conservation, disaster management and environment protection.
- iv. To bring clarity on one's responsibilities and results to achieve.
- v. To create an environment of economic and technical support and cooperation among all the stakeholders for environment protection.
- vi. To make all the local institutions sensitive towards the issues relating to environment protection, waste and disaster management.
- vii. To mainstream environment in local level planning process and emphasize on the relevant programme implementation.

1.8 Basis of the Framework Preparation

Existing laws and policy provisions related to the environment protection, waste and disaster management have been taken as basis while preparing this framework. In addition, preparation of the framework has also been based on the Procedures, Regulations and analysis of the Master Plans promulgated by the Government of Nepal, and different formal and informal suggestions received from relevant institutions.

1.9 Definition of the Indicators

Separate environment-friendly basic and advanced indicators have been set in this framework for household, tole/settlement, ward, village, municipality and district levels.

- a) Basic Indicators: These are the indicators set to be fulfilled by mandatorily the households to district in order to be declared as environment-friendly. A letter

of appreciation shall be awarded to the concerned level after it the successful fulfillment of all the relevant basic indicators.

- b) Advanced Indicators: Higher level indicators have been set as advanced indicators. Although it is not mandatory to fulfill these indicators in order to be declared as environment-friendly, advanced indicators are counted as the additional standardization (as indicated by star *). Advanced indicators have been set to encourage further environment-friendly activities.
- c) Special Indicators: These indicators are special indicators which have been approved by the national implementation coordination committee to conduct environment-friendly development activities with a special vision, as proposed and submitted by the concerned body, in any village committee, municipality or certain geographical area. Additional special indicators with specific priority such as green city, religious city, tourist city, etc. for the model city/village/certain geographical area, etc. can be further prepared and implemented.
- d) Environment-friendly Public Office: Environment-friendly public offices are those which have fulfilled all the indicators mentioned in Annex 1 of this framework and declared as environment-friendly public offices by the concerned institution.

Concerned institutions, which have awarded environment-friendly declaration/appreciation/honour shall hold the power to deactivate it, if for any reason, the indicators were found to be violated after achieving basic indicators and being declared as environment-friendly.

2

Chapter

Existing Legal and Policy Framework

The existing provisions laid out in the national Policy, Act, Law, Regulation and Directives related to the environment-friendly local governance have been mentioned in the following paragraphs:

2.1 Local Self-governance Act and Regulation:

This Act has authorized the local bodies/institutions to implement the following works related to the environment protection:

Table 1: Provisions existing in the Local Self-Governance Act and Regulation

VDC		Municipality		DDC	
LSGA	LSGR	LSGA	LSGR	LSGA	LSGR
<p>Article 28: Works, Roles and Responsibilities (1) (h) relating to the forest and environment (1) (k) miscellaneous works, relating to natural disaster</p>	<p>Rule 47: to form the thematic committee by the village council, (agriculture, forest and environment committee)</p>	<p>Article 16: Works, Responsibilities and Rights Sub-Article 1 (b) relating to physical development</p> <ul style="list-style-type: none"> ▶ prepare land use map and implement or get it implemented ▶ prepare residence plan and implement or get it implemented ▶ develop greenery area, park and recreational place or get it developed ▶ provide public toilet facility or get it provided ▶ Approve the map of building and houses or get it approved <p>c) relating to water resources, environment and sanitation</p> <ul style="list-style-type: none"> ▶ protect and utilize river, well, pond, lake and spring water etc. or get it protected and utilized. ▶ prevent and control river engulfing, flooding, and soil erosion or get it prevented and controlled ▶ support environment protection works or get it supported by controlling climate change and noise pollution 	<p>In rule 117, Municipal council can form thematic committee under the chairmanship of the council's member (there has been provision to form agriculture, forest and environment committees in addition to other committees)</p>	<p>Article 181: Work, Responsibility and Rights relating to forest and environment in Sub-Article (7), related to natural disaster in Sub-Article 16 (b)</p>	<p>in Rule 193, committee formed by the district council, (b) agriculture, forest and environment committee</p>

VDC		Municipality		DDC	
LSGA	LSGR	LSGA	LSGR	LSGA	LSGR
		<ul style="list-style-type: none"> ▶ conduct sanitation programmes or get it conducted ▶ conduct and manage works related to waste collection, transportation and management, or get it conducted <p>g) relating to health services</p> <ul style="list-style-type: none"> ▶ ensure the prevention of epidemic and communicable diseases, or get it ensured ▶ prevent or stop public use of harmful things that are hazardous to the health of public <p>i) Relating to industries and tourism</p> <ul style="list-style-type: none"> ▶ protect, promote, expand and utilize natural, cultural and tourism heritage <p>j) Others</p> <ul style="list-style-type: none"> ▶ plant trees along both sides of road and other necessary places, or get it planted ▶ do necessary works relating to disaster control, or get it done <p>2) Optional/desirable works</p> <ul style="list-style-type: none"> ▶ carry out programmes to control river pollution 			

VDC		Municipality		DDC	
LSGA	LSGR	LSGA	LSGR	LSGA	LSGR
VDC Plan Article 43 (3) (f) Environment Protection Sub-Article (5) (f) Pollution Control		Planning and implementation process of the Municipality Article 111; (1) in order to ensure sustainable city planning, it must be made according to the land use, land integration and guided land development approach		Article 195: Planning of Periodic District Development Plan Development of the backward community and poor population as included in the Sub-Article (4) plan	Rule 198: planning of Periodic Plan, Rule 206: assess the effects of project, (d) environmental effects
Article 45: conduct feasibility study of the project		Article 113: conduct feasibility study of project Article 114: project selection Sub-Article (2) select projects in a way that protects and promotes environment		Article 200: conduct feasibility study of the project	
Article 46: Basis of the Plan Selection Sub-Article 2: Plan selection should be in a way that protects and promotes the environment		(4) Programmes to be prioritized while making plan (f) Support in the environment protection and promotion		Article 201: Determination of Priority (d) programme supporting environment protection Article 202: Basis of the selection of planning Sub-article (1) (a) protect environment while selecting plan	
Relating to the construction of building		Article 149 relating to the construction of building: No one shall construct building/house without the permission of the Municipal Chief.			

VDC		Municipality		DDC	
LSGA	LSGR	LSGA	LSGR	LSGA	LSGR
		Punishment Article 165, punishable: ▶ throwing waste haphazardly instead of the designated area ▶ if someone pollutes the environment, or throws waste at one's own house, neighbouring house or yard			
Government of Nepal can give direction (Article 234)	The Government of Nepal can give directions with regard to integrating environment protection and ensuring sustainable development.				

2.2 Environment Protection Act, 1997, and Regulation, 1997

Environment Protection Act, 2053, has included different provisions to mitigate the adverse effects of environmental degradation and to maintain clean and healthy environment promoting affirmative effects. There is a clear provision to conduct Environment Impact Assessment (EIA) and Initial Environmental Examination (IEE) prior to carrying out any development activities.

2.3 Waste Management Act, 2007, and Regulation, 2013

To sum up, there are different provisions relating to waste management methods, procedures and responsibilities in the existing Act and Regulation to make waste management more effective.

2.4 Three Year Plan (2007—2010) and Concept Paper of the Thirteenth Plan (2013/14—2015/16)

With the objectives of making human activities and development infrastructure works environment-friendly by promoting the greenery concept, adaptation and mitigation of the effects of climate change, the Three Year Plan has the following strategies:

- i. Internalization of environment management while conducting development works.
- ii. Sustainable protection of the natural resources and use, and prevention of natural disaster, poverty alleviation, regulation of works such as the pro-poor

environment projects and climate change adaptation. This plan had emphasized especially on carrying out the environment-friendly and climate change adaptation infrastructure development in a participatory way.

Continuing this, the commitment of the drafting and implementation of the environment-friendly local governance has been mentioned under the title federalism, decentralization and self-governance in the concept paper of the strategy (6) and work policy (26, 27, 28, 29) of the Thirteenth Plan.

2.5 National Land Use Policy, 2012

In a context that the local institutions have been made responsible for the land-use planning by the Local Self-governance Act and Regulation, the National Land Use Policy 2069 has been issued to bring effectiveness in the implementation of the same provision.

2.6 Millennium Development Goals

Environmental protection has been one of the commitments declared by the chief of governments and presidents of 189 countries in the United Nations' General Assembly in 2000. This global commitment consists of only 8 goals. Seventh goal among them consists of ensuring environmental sustainability. The goals and related indicators have been given below:

- i) To include the principles of sustainable development into the country's policy/programmes,
 - a) Proportion of the forest covered land-use

- b) Use of the things that emit carbon dioxide and destroy ozone layers
- c) Fish stocks within the safe biological limits
- ii) Halve the population of people deprived of the access to safe drinking water
 - a) Ratio of population using safe drinking water resources
 - b) Ratio of population using improved sanitation facilities
- iii) The situation of at least 100,000,000 people residing in unsafe areas will be improved encouragingly by 2020.

Since the achievement of the Millennium Development Goals is the responsibility of State, local bodies should work in achieving it.

2.7 Local Body Minimum Conditions and Performance Measurement Guidelines

The indicators related to the environmental protection, waste management, climate change and disaster management have been included in different Indicators of the separately implemented minimum conditions and performance measures procedures for District Development Committee, Municipality and Village Development Committee, with the purpose of evaluating the local bodies on the basis of minimum conditions and performance measures and awarding those performing excellent, or adding and deducting their allocated annual budget.

2.8 Local Body Resource Mobilization and Management Guidelines , 2013

This guideline has provisioned that the local bodies shall invest in the following priority areas:

- a) Forest, environmental protection, biodiversity, park and open area or greenery, climate change, and renewable energy
- b) Drinking water, sanitation, irrigation and river control
- c) Public, unregistered and fallow land protection; residence, building, land and settlement development programme
- d) Water resource and rural electrification
- e) Market promotion and management
- f) Economic development infrastructure (based on agricultural and non-agricultural service sector)
- g) Waste management and sewage system
- h) Implementation of National Building Code and street light management
- i) Renewable energy development and promotion
- j) Focused programme related to 'One village, one product'
- k) Drinking water, sanitation and open defecation free area
- l) Sports development, activities related to the physical and mental health
- m) Areas related to the cooperative farming, organic farming, modern agricultural system, small and community irrigation, advanced seeds and technical development (such as greenhouse, collection of animal waste, pesticides, rain water harvesting and irrigation technology etc.)

Besides other activities, it should integrate programmes related to the environment, including environment protection and pollution control while preparing the local plans.

3

Chapter

Indicators for Municipal Environment-friendly Local Governance

3.1 Household Level

a) Basic Indicators

Table 2: Basic Indicators

Indicators	Detailed Indicators	Yes	No	Explanation
a) Sanitation and Health				
1. Water-sealed Latrine	1. The water-sealed latrines used in the households			
2. Proper waste management within the compound of house	1. Kitchen wastes separated into decomposing and non-decomposing (organic and inorganic) 2. Decomposing wastes managed by self or a group by preparing compost or managed in some other ways 3. among the inorganic (non-decomposing) wastes, plastics collected separately and sold or gathered in a fixed or specified location 4. harmful wastes among other (such as battery, CFL bulb, pieces of glass/bottle, tube-light etc) and other wastes collected separately and placed in the specified location 5. Pet dogs trained to excrete inside the compound of one's house safely.			
3. Personal Hygiene	1. All the members of house understood the practice of washing hands with soap before taking meal 2. Soap and water provided near the toilet			
b) Renewable Energy				
1. Utilization of Energy	1. Use of less energy consuming bulbs (such as LED) 2. Diesel, kerosene or petrol consuming equipment not used for energy in the house 3. Smokeless improved stoves used for cooking if logs are to be used as fuel 4. Dung cakes not used as fuel at home			
c) Greenery/Urban Beautification				
1. Greenery and urban beautification promotion	1. Various flowering plants or similar decorative plants planted in and around the house premises 2. At least two perennial trees planted in the premises of house or at least two small perennial shrubs planted on the rooftop in case of no space around one's land or house			
d) Drinking Water				
1. Rain-water harvesting/storing	1. Instead of directing water into drainage or sewerage during rainy season, rain-water harvesting practised or water recharge system managed inside one's own compound of the house.			
2. Pure drinking water	1. Water purification solutions used for safe drinking water			

b) Advanced Indicators

Table 3: Advanced Indicators

Indicators	Detailed Indicators	Yes	No	Standardization
a) Sanitation and Health				
1. Toilet with safety tank	1. Safety tank provisioned and used (This indicator shall be passive only in case of those municipalities that process the sewerage before the final discharge)			*
2. Cleanliness of roads outside the premises of house	1. Roads and ways outside the premises of one's house kept clean			*
3. Plastic Bag Regulation	1. Instead of all sorts of plastic bags; jute, cloth or paper bags used and written commitment towards it submitted to the Tole Development Organization.			*
b) Clean Energy Use				
1. Use of clean energy	1. Solar or other renewable energy used in the houses where the electricity is not available or during no supply of electricity.			*
c) Greenery and Urban Beautification				
1. Provision of open space in the premises of house	1. At least one third of land kept unoccupied inside the compound of house			*
2. Urban beautification	1. In the active role of Tole Improvement Committee, various breeds of flower planted in vases at the front of house clearly visible outside (In case of no such space, the vases placed safely on the rooftop or veranda or suitable place visible from the road outside.) 2. No equipment used that causes noise pollution.			**
d) Compliance to the National Building Code				
3. Construction of safe building	1. National Building Code implemented while constructing buildings 2. Adoption of the earthquake resistant technology			**

3.2 Tole Level

a) Basic Indicators

Table 4: basic Indicators of Tole Level

At least 90% households at the Tole declared fundamentally environment-friendly

Indicators	Detailed Indicators	Yes	No	Explanation
a) Institutional Management, Cleanliness and Beautification				
1. Tole (settlement) Development Organization/ Tole Improvement Committee formed	1. A Tole Development Organization/Tole Improvement Committee formed in the local Tole (area)/Community involving 80% or more of its local households			Document proving the registration certificate and membership of the Tole Organization
2. Tole Cleaning Campaign	1. Clean up campaign organised within their own Tole or community twice a year minimum by the community members collectively 2. No open defecation of dogs within the Tole 3. Instead of collecting wastes in roads, footpaths and public places; wastes from homes put directly to the collection-vehicles			Cleaning in the Tole areas (household waste, weeds, plastic etc managed) Decision of Tole Improvement Committee
3. Environmental Good Governance of the Organization	1. Monthly meetings and Annual General Assembly summoned by the committee and decisions taken relating to the environmental protection through discussions. 2. Collective activities related to the environmental protection conducted by the committee each year on the World Environment Day (June 5).			Study of the decision minutes

Indicators	Detailed Indicators	Yes	No	Explanation
a) Institutional Management, Cleanliness and Beautification				
4. Urban beautification promotion	1. In the active role of Tole Improvement Committee, single breed of flowers according to the season planted in the vase by all the households of the Tole and put outside the house visible clearly from the road			Observation
5. Noise pollution control	1. Noise level measured as per the demand of complainant party within the Tole. 2. While measuring, if the noise level is found to be exceeding the standard set by the Government of Nepal, letter to take action along with the recommendation sent to the Ward. (This indicator shall be passive in Toles having no complaint cases of noise pollution.)			

b) Advanced Indicators

Table 5: Advance indicators of Tole Level

Indicators	Detailed Indicators	Yes	No	Standardization
1. Cleaning of public places	1. No non-decomposing wastes, plastics and open defecation (human or dog) within the public places of one's Tole such as road, drainage, alleys, footpaths, streams, river, fields, forest, land etc areas.			*
2. Greenery promotion in the Tole	1. Greenery promoted by planting trees of the breeds and quantity as assigned by the municipality in the footpaths			**
3. Noise pollution control	1. Whether or not the emitted noise is exceeding the limitation set by the Government of Nepal measured and documented 2. In case of exceeding the extreme limitation of the noise emission; such person, organization/institution taken action against by the concerned body			**

3.3 Ward Level

a) Basic Indicators

Table 6: Basic Indicators of Ward Level

All the Tole/settlements within the ward declared environment-friendly.

Indicators	Detailed Indicators	Yes	No	Explanation
a) Drinking Water and Sanitation				
1. Protection of drinking water source	1. Records of all the sources of drinking water within the ward kept/maintained 2. Quality testing of the source of drinking water conducted			The records of wells and hand-pump within Terai kept
2. Waste management	1. Non-decomposing wastes collected from home discharged at the specified location 2. Plastics collected from home purchased by the ward office itself or made provisions to purchase by any other organization or person			
3. Pond construction and management	1. Record of all the ponds within the ward maintained 2. Committees formed for the protection of ponds and all the ponds protected			
b) Disaster Risk Management				
1. Emergency safety area	1. Safety place determined and sign used by the decision of ward committee for the immediate rescue during emergency periods 2. Notice board placed in the specified safe area to inform all the people			

Indicators	Detailed Indicators	Yes	No	Explanation
c) Forest and Soil Conservation				
1. One ward one nursery	1. At least one nursery established at the ward area			Nursery established by the private or partnership or ward or government level
2. Open or fallow land management and greenery promotion	1. Record of the forest areas including trees maintained within the ward 2. Record of the open/barren land kept 3. Record of the government owned public land with its map and details maintained 4. A notice board in the government owned public land with its map and details placed.			

b) Advanced Indicators

Table 7: Advanced Indicators of Ward Area

Indicators	Detailed Indicators	Yes	No	Standardization
a) Road and Drainage Management				
1. Management of road and drainage	1. Canal/drainage maintained to discharge the rain water in all the roads within the ward			*
b) Agriculture				
1. Organic agriculture encouraged	1. Among the ward's professional farmers, at least 50% received the training on the bio-pesticide and pesticides made from plants and negative effects of chemical pesticide 2. Among the ward's professional farmers, at least 10% received the training related to the integrated pest management and integrated crop nutrients management			** Record of professional farmers within the ward, Among the total farmers, details of those receiving the mentioned training
2. Adoption of organic farming system	1. Bio-pesticide used in the farming by all the trained professional farmers of the ward 2. Organic compost used by all the farmers within the ward 3. A model professional organic farming run in the ward			*** Participatory Appraisal, details existing in the government organizations, details existing in the agricultural service centre/sub-centre
3. Encouragement for Bee keeping	1. All trained farmers will be engaged in bee keeping			*
c) Disaster Management				
1. Local disaster management committee formed and capacitated	1. Disaster management committee formed in ward level as prescribed in the Local Disaster and Risk Management Planning Guidelines 2. Members of at least 10% households of the ward given training related to the disaster risk reduction and rescue involving representatives of social organizations such as youth clubs, mother groups, forest users committee, tole development/ improvement organization at the ward.			** Details related to the training at ward office

Indicators	Detailed Indicators	Yes	No	Standardization
d) Forest and Soil Conservation				
1. Tree planting and garden management in the open and fallow land	1. Trees/fodder/fruits planted and grown annually in at least 10% of the currently open-fallow land of ward 2. Record of all the open-fallow, registered, government and public lands within the ward kept properly 3. Notice board placed in the government owned public land with its details and map 4. Children's playground or sports-ground or elder citizen's rest place or park managed in the open-fallow, unregistered and public lands within the ward 5. Within the ward; a garden, playground, park or open space established in at least 5 ropanis of land in hilly region and 10 kathas of land in Terai.			*****
e) Noise Pollution Control				
1. Provision to punish the one emitting noise pollution	On the basis of Tole's recommendation, person or organization responsible for violating the limitation of noise pollution sent to the municipality and district administration along with the recommendation letter for proper action to be taken			*

3.4 Municipal Level

a) Basic Indicators

Table 8: Basic Indicators of Municipal Level

All the wards declared as the environment-friendly wards by fulfilling environment-friendly basic indicators.

Indicators	Detailed Indicators	Yes	No	Explanation
a) Drinking Water and Sanitation				
1. Strategic plan of drinking water prepared	1. Strategic planning to fulfil the need of pure drinking water for the growing urban population approved by the municipal council			Approved document of Strategic Plan
2. Provision of sanitary landfill site	1. Landfill site provisioned for the proper and appropriate management of remaining wastes after the separation of decomposing wastes and plastics.			Record of the area and land separated for landfill site maintained, Operation date and decision of the municipality
3. Provision of public toilet	1. Gender, children and disabled friendly public toilets in the bus-parks, petrol pumps and main market places.			
4. Ban on plastic use	1. Through the decision of municipal counsel, use of plastic restricted as per the national standard approved by the Government of Nepal. 2. As an alternative to the plastic bags, environment-friendly bags encouraged.			
b) Disaster Management				
1. Management of the fire-brigade	1. A 24-hour operating fire-brigade provisioned within the municipality.			
2. Disaster Management Committee's activeness and fund management	1. Local Disaster Management Committee formed at the municipal level 2. Disaster Management Fund established at the municipal level 3. At least one human resource capable of imparting training on the disaster management provisioned within the municipal area, 4. Disaster areas, risk conditions and measures of risk mitigation included in the Periodic Plan and approved by the Municipal Council.			

Indicators	Detailed Indicators	Yes	No	Explanation
3. Compliance to the National Building Code	1. Compliance to the National Building Code while constructing buildings in municipal area decided by the municipal council 2. National Building Code implemented while constructing buildings 3. Building construction criteria made and implemented 4. National Building Code embedded in the local Map-approval criteria 5. Government/public building map provisioned to be approved only if it is disable-friendly 6. Public awareness programme related to earthquake risk reduction organised			Approved document of Strategic Plan
c) Forest and Soil Conservation, Biodiversity and Greenery				
1. Establishment of Park	1. Park or children's garden established and organized in at least one place suitable for the residents and children 2. Children's playground or rest-place for elder citizens provisioned to be gender inclusive and disable-friendly			

b) Advanced Indicators

Table 9: Advanced Indicators for Municipal Level

Indicators	Detailed Indicators	Yes	No	Standardization
a) Sanitation				
1. Scientific management of sanitary landfill site	1. All the process of waste collection, transportation, and discharge done in an environment-friendly way according to the provisions made under Waste Management Act and Regulation, 2. The dimensions of scientific waste management such as incineration, recycling, bio-gas production etc. adopted			**
2. Provisions relating to the drainage processing	1. Drainage discharged only after being processed through biological or engineering technique (This indicator shall be deemed inactive in conditions necessitating all the houses to have safety-tank)			*
3. Monitoring of hotels and restaurants	1. Monitoring mechanism established in municipality to check the quality of services from hotels, restaurants, bar, eatery, and canteens 2. Monitoring held at least once in a month 3. Actions taken on the basis of received documents from the monitoring			*** Record of hotels, restaurants, eatery, bar, canteens. within the municipality Details of the hotels taken actions against for supplying mixed, rotten and stale foods and unhealthy drinking water
b) Agriculture				
1. Integrated pest management in agricultural production	1. Integrated pest management related works conducted in partnership with the municipality in municipal area 2. Integrated pest management and integrated crop nutrients related works conducted in the municipal area with the partnership of Municipality 3. Agricultural yield market established within the municipal area and works related to its management conducted			***

Indicators	Detailed Indicators	Yes	No	Standardization
c) Renewable Energy				
1.Solar energy for street-lights	1. Solar or other renewable energy used for the street-lights in all the main streets			*
2. Bio-gas production from the public toilet (bus parks, schools, markets)	1. Technical and financial support provided by the municipality to produce bio-gas from the public toilets (bus parks, schools, markets).			*
3. Environment Department/ Unit established	1. Department/Unit of environment established and duties defined			*
4. Environment protection special fund established	1. Environment protection special fund established			*
d) Disaster Management				
1.Mapping of the risk and disaster	<ul style="list-style-type: none"> 1. Highly dangerous places in terms of disaster and risk identified and mapped. 2. Big constructions prohibited in the identified highly dangerous places. 3. Fire brigades provisioned in different places estimating one fire-brigade to cover the population of sixty thousand 4. Annual Disaster Risk Management Programme approved and implemented on the basis of the Periodic Disaster Management Plan. 			****
e) Plastic Management				
1. Plastic collection and management	<ul style="list-style-type: none"> 1. At least 2 people in the ward trained for plastic collection, re-use and management 2. Trained person deployed for the plastic collection 3. Re-using of the plastics and its produced materials supported by the municipality. 			***
f) Education				
1. Environmental education in schools	<ul style="list-style-type: none"> 1. At least once in a month extra-curricular activities related to the environment provisioned in the annual work plan of schools 2. Schools supported to conduct extra-curricular activities by the municipality itself or with the help of other different organizations. 			**
g) Forest, Soil Conservation, Biodiversity and Greenery				
1. Greenery promotion	<ul style="list-style-type: none"> 1. Tole/settlements mobilised to plant suitable breeds of plants in the right and left footpaths of road. 2. Trees planted and protected annually in at least 10% of all the public fallow lands and streambeds and riverbeds 3. Safeguard measures adopted in possible places of soil-erosion, landslide and flooding. 4. Park or children's garden established and maintained in at least one place accessible to the residents and children covering sixty thousand population 5. Biodiversity park, zoo etc. established within the city area 6. At least one urban forest established and protected within the city area. 7. Climate change adaptation and mitigation programme planned and implemented. 8. Awareness programme regarding environmental protection within the municipality conducted. 9. Perennial flowers planted in the main divider or edge of the road. 			<p>*****</p> <p>Budget and programme approved for the concerned work, Observation of the tree-grown places</p>

Indicators	Detailed Indicators	Yes	No	Standardization
h) Physical Infrastructure Development				
1. Land use plan	<ol style="list-style-type: none"> 1. municipal land use area identified, classified and land use plan with map prepared as per the land use policy 2. Decision from the Municipal Council delivered for implementation of the plan 3. Construction works other than as per the approved land use plan prohibited 4. EIA/IEE conducted in projects required doing so. 5. All the roads within the city blacktopped. 			****
2. Parking place management	<ol style="list-style-type: none"> 1. Public places for vehicle parking specified in the main market centres. 2. Perennial trees planted for the greenery in open parking places. 			**
3. Slaughter house management	<ol style="list-style-type: none"> 1. Slaughter houses established in suitable places for the healthy and clean supply of meat in the city. 2. Open and unmanaged animal slaughtering prohibited in the municipal area 			**
4. Criteria for roads defined and implemented	<ol style="list-style-type: none"> 1. Criteria (right of way) of all the roads within the municipal area defined 2. Roads wide enough in all the settlements to let the fire brigade and ambulance go through 3. Construction structures built against the specified criteria demolished regularly along with penalty 4. Cycle lanes provisioned in the main streets of city 5. Records of all the public roads maintained 			****
i) Industrial Pollution Control				
1. Industrial Pollution Regulation	<ol style="list-style-type: none"> 1. Record of all the industries operating within the municipal area maintained 2. Classification of the pollution level of the Industries operating within the municipal area prepared and documented 3. Complaint documents relating to the pollutions emitted by the industries operating in the municipal area prepared and information sent to the District Development Committee. 			***
j) Noise and Air Pollution Control				
1. Noise pollution mitigation	<ol style="list-style-type: none"> 1. As per the National standard on Noise Quality 2067; urban area divided into industrial area, commercial area, rural residential area, urban residential area, mixed residential area and peace zone 2. The checking held annually to find out whether or not the noise level are in line with the standards set by Government of Nepal 3. System to punish those who emit noise pollution exceeding the set standard provisioned 4. Systems provisioned to take pre-permission from the local body in case of emitting noise exceeding the set standard in religious and socio-cultural rituals such as wedding, bartbandha, festivals, etc. in public places. 			****
2. Air pollution mitigation	<ol style="list-style-type: none"> 1. Some measures to mitigate the air pollution adopted in urban area. 			*
k) Provision of Service Centre				
1. Provision regarding Service Centre	<ol style="list-style-type: none"> 1. Earthquake-resistance technology, disaster management, service centres providing services to the energy sector established and run by mobilizing the private sector and NGOs with the leadership and coordination of Municipality within the municipal area. 			*

4

Chapter

Environment-friendly Local Governance Indicators for Village Development Committee

a. Household Level

a) Basic Indicators

Table 10: Basic Indicators of Household Level

Indicators	Detailed Indicators	Yes	No	Explanation
a. Sanitation and Health				
1. Latrine with water seal system (pan)	1. The water-sealed latrines used in the households			
2. Proper waste management within the residence area	1. Kitchen wastes separated into decomposing and non-decomposing (organic and inorganic) 2. Selected decomposing wastes managed by self or a group by preparing compost 3. Among the non-decomposing wastes, plastics collected separately and sold or gathered in a specified location 4. Harmful wastes among others (such as battery, CFL bulb, pieces of glass/bottle, tube light, etc.) and other wastes collected separately and placed in the specified location			
3. Personal Hygiene	1. Hands of all the members of house washed with soap before taking meal 2. Hands of all the members of house washed with soap and water after using toilet 3. Soap and water provisioned near the toilet			
4. Management of kitchen sink (dish washing and drying place)	1. Kitchen sink managed/provisioned to wash and dry dishes or remove the water passed from the washed dishes. 2. Used water from dish-washing managed properly.			
b. Clean Energy Use				
1. Use of smokeless stove	1. Smokeless stoves used for cooking food in households			
2. Proper use of dung	1. Dung used as manure rather than preparing dung-cakes to cook food. 2. Granary improved by proper management of animal urine and dung			
c. Greenery Promotion and Kitchen Garden Management				
1. Greenery and beautification promotion	1. At least two trees of fruits or flowers suitable to the place planted around the house 2. Trees such as basil, night-jasmine (Parijat) or any plants having medicinal values or adding to the beauty of the house planted nearby the house 3. Green leafy vegetables and other vegetables planted in the kitchen garden regularly and produced at home.			

b) Advanced Indicators

Table 11: Advanced Indicators of Household level

Indicators	Detailed Indicators	Yes	No	Standardization
a. Sanitation and Health				
1. Sanitation condition of house and courtyard	1. Roads in and outside of one's house and compound cleaned regularly			*
2. Plastic bag regulation	1. Jute, cloth or paper bags used instead of all sorts of plastic bags			*
b. Energy Use				
1. Use of alternative energy	1. Biogas, bio-briquette or renewable energy used for cooking in <i>Terai</i> and Mid-hills. 2. Solar energy used in those houses where there is no electric power supply.			**
c. Sustainable Agricultural System				
1. Oriented towards the organic farming	1. Organic manure used in the farm instead of chemical fertilizer 2. Production of dung-cakes completely stopped 3. Organic pesticide used instead of chemical one			***
d. Discouraging the use of plastic				
1. Plastic bag regulation	1. Jute, cloth or paper bags used instead of all sorts of plastic bags, and a written commitment of the same submitted to the <i>Tole</i> Development Organization.			

4.2 Ward Level

a) Basic Indications

Table 12: Basic Indicators of Ward Level

At least 90% among the entire households, within ward, proven environment-friendly

Indicators	Detailed Indicators	Yes	No	Explanation
a. Drinking Water and Sanitation				
1. Protection of drinking water sources	1. Records of all available drinking water sources within the ward maintained 2. Quality testing of all the drinking water sources within the ward conducted			Records of wells and tube-wells kept in Terai
2. Waste management	1. A fixed place specified to manage the non-decomposing wastes (except plastics) collected from home 2. Plastics collected from home purchased by some organization or person, or collected in the ward and made provisions to send to the VDC			
3. Pond protection	1. All the ponds within the ward protected			
4. Open defecation free	1. The trend of open defecation within the ward eliminated			
b. Disaster Management				
1. Emergency safety place specified	1. A safety place specified through the decision of Ward Committee for the immediate rescue during disaster 2. At least two trained volunteers available at the ward level for disaster management			
c. Local Road Management				
1. Greenery promotion	1. Decisions made by the ward residents regarding the types of trees or grass to be planted in the particular location/section of a road 2. Greenery maintained through the decision of ward residents to plant broom grass, or any other grass, fodder and trees on both sides of the road			
2. Road criteria maintained	1. Record of all the local roads within the ward area along with its criteria (right to way) maintained			

B) Advanced Indicators

Table 13: Advanced Indicators of the Ward Level

Indicators	Detailed Indicators	Yes	No	Standardization
a. Road Protection, Drinking Water and Sanitation				
1. Road and drainage management	1. Canal/drainage system provisioned in all the roads within the ward for discharging the rain water 2. Public trekking roads cleaned up at least thrice a year 3. No public or private structures constructed against the specified criteria of streets 4. A pond constructed and managed in case of no existing ponds at the ward			****
b. Agriculture				
1. Encouragement to the organic farming	1. At least 50% of the professional farmers within the ward received trainings about the negative effects of chemical pesticides 2. At least 10% of the professional farmers received trainings on integrated pest management and integrated crop nutrients management			** Record of professional farmers within the ward Among the total, details of the farmers receiving mentioned trainings
2. Adoption of organic farming system	1. All the trained professional farmers within ward used organic pesticides and pesticides prepared from the plants in their farms 2. All the farmers within ward used organic pesticides 3. One professional model organic farm established within the ward			*** Participatory appraisal, details existing in the Government offices, details existing in the Agricultural Service Centres/Sub-Centres
c. Disaster Management				
1. Identification of high risk areas	1. High risk areas within the ward identified and records kept			*
d. Forest and Soil Conservation				
1. Management of open-fallow land	1. Trees/fodders/fruits planted and grown annually in at least 10% of the open-fallow land within ward 2. Record of all the open-fallow land along with their maps and details maintained 3. Trees planted annually, and records of the tree-grown areas kept			***

4.3 VDC Level

a) Basic Indicators

Table 14: Basic Indicators of the Village Development Committee

All the Wards declared as Environment-friendly Wards

Indicators	Detailed Indicators	Yes	No	Explanation
a. Drinking Water and Sanitation				
1. Strategic plan of drinking water prepared	1. Strategic plan fulfilling the requirement of drinking water for the residents within the Village Development Committee approved by the Village Development Committee Council			Approved strategic plan document
2. Water recharge management	1. At least one multi-purpose pond within the VDC area constructed 2. All the wetlands, if existing, protected			
3. Plastic use discouraged	1. The use of plastic bags prohibited as per the standard of Nepalese Government 2. Used plastic bags collected, and made provisions to sell in coordination with VDC			

b. Disaster Management				
1. Disaster Management Committee formation and its activeness	1. Local Disaster Management Committee formed at the VDC level 2. At least one human resource provisioned to provide training on disaster management 3. High risk areas in terms of disaster identified and construction of new buildings in such areas prohibited			
2. Implementation of the Building Code	1. Compliance to the National Building Code while constructing all the VDC funded buildings 2. Building Code of conduct complied with, while constructing all the public buildings within the VDC area			
c. Forest, Soil Conservation, Bio-diversity and Greenery				
1. Management of open-fallow land and greenery promotion	1. Record of forest areas along with its tree species maintained 2. Record of open and fallow land maintained 3. Record of the government owned public land with its details and map maintained. 4. Board with map and details placed in the government owned public land. 5. At least 10 bighas of land in Terai, and 150 ropanis of land in hill established as forest within the VDC			
d. Agriculture				
1. Promotion of professional agricultural system	1. At least one collection centre established to avail access of the surplus agricultural products to the market 2. At least one farmer, interested in professional farming, provided with at least 45 days of rural agricultural worker training in support and coordination of VDC and Agriculture Development Office. 3. With the financial assistance of VDC and technical cooperation of district agriculture development office, one rural agricultural worker mobilised to promote professional agricultural system.			
e. Clean Energy Use				
1. Regular and managed use of improved cooking stoves	1. At least two people in each ward provided with the training on preparing stove and its maintenance 2. Record of the trained human resource in the VDC on preparing and maintenance of stove kept/maintained			
2. Systematic and economical use of electricity	1. Solar energy instead of electricity encouraged in the households having no access to power supply and located sparsely 2. Subsidy provided to the households having access to electricity but using less energy-consuming bulbs 3. Additional grant or other encouragement given to use solar energy			
f. Environmental Education and Noise Pollution Control				
1. Environmental awareness through schools	1. Extra-curricular activities related to environment in the community Primary and Secondary schools within VDC area supported and cause to be supported 2. At least 6 extra-curricular activities related to environment provisioned in the annual work plan of school			
2. Noise Pollution Control	1. Provision of punishment to those who emit noise pollution exceeding the set standard 2. Systems provisioned to take pre-permission from the local body in case of emitting noise that exceeds the set standard in religious and socio-cultural rituals such as wedding, bratbandha, festivals etc. in public places.			
g. Rural Road Management				
1. Use of heavy equipment	1. Slope stabilization practiced while using heavy equipment such as crane, excavator etc. for road construction 2. Only after survey and design, and approval of the concerned institution, such heavy equipment like crane/excavator used.			
2. Determination of Road limitation	1. Road limitation (right of way) of all the local roads within the VDC area determined.			

b) Advanced Indicators

Table 15: Advanced Indicators for Village Development Committee

Indicators	Detailed Indicators	Yes	No	Standardization
a) Drinking Water and Sanitation				
1. Sustainable management of drinking water	1. Drinking water supply policy prepared, taking into consideration current population, road network and nature of the development of settlement by the VDC 2. Potential water sources identified 3. Ponds constructed above the water sources in potential areas (hilly areas) for the protection and management of the identified water sources 4. Water sources protected through tree-planting and fencing 5. Water sources protected through trenching so as to stop the rain water from entering the source			****
2. Sanitary landfill site management	1. Landfill site constructed separately or jointly with the other VDC or Municipality 2. Waste, except which is decomposable, recyclable or reusable, managed properly in the specified landfill site 3. Environment-friendly bags encouraged to manufacture as an alternative to the plastic bags			***
3. Public toilets	1. Gender, disabled and child friendly toilets constructed and operated in the main market of VDC			*
b. Agriculture				
1. Professional farming encouraged	1. At least any one of the potential (vegetable, flowers/fruits, cash crops, fishery and livestock) product of the village promoted professionally under the concept of "one village, one product".			* Staple crop specified for the VDC under the concept of 'one village, one product' Decision to develop the mentioned crop professionally and analysis of its investment
2. Integrated pest management in agricultural production	1. Human resource to impart trainings, in partnership with the VDC, on integrated pest management and integrated crop nutrients management related trainings prepared.			*
c. Clean Energy Use				
1. Bio-briquette production and use encouraged	1. At least one bio-briquette enterprise operated in the VDC 2. Production of bio-briquettes supported by the VDC itself or availed support from some other organizations 3. Bio-briquettes used in most of the houses for cooking instead of fire woods and dung cakes			***
2. Biogas produced from the public toilets	1. Biogas production from the public toilets (bus-park, school, market) supported			*
d. Proper Management of Plastic				
1. Plastic management	1. At least two people provided with the training on plastic collection and reuse in each ward 2. Trained human resource employed in related activity			**
e) Disaster Management				
1. Activeness of local disaster management committee	1. Disaster Management Fund in VDC established 2. Ponds constructed in the VDC area			**
2. Implementation of land use plan	1. Land use plan prepared along with the map of land use classified area 2. Decision from Village Council passed to implement the plan			**

f. Education				
1.Environmental education	1. Extra-curricular activities related to the environmental protection at least once in a month mentioned in the annual calendar of the schools of all levels operating within the VDC area			*
g. Forest, Soil Conservation and Greenery Promotion				
1. One village, one nursery	1. At least one forest and fodder nursery established within the ward area.			*
2. One village, one park	1. Recreational or children's park established and operated within the VDC area			*
3. Greenery promotion	1. At least 10% of all the public fallow lands and riverbeds planted annually with trees and protected 2. Protection measures adopted in the soil-erosion, landslide and flooding prone areas			**
h. Rural Road Management				
1. Protection and management of rural roads	1. All the constructed roads delimited in both sides and demarked/indicated 2. Ward residents mobilised in planting broom-grass, fodder or suitable breeds of plants in the open space within the road boundary 3. Budget invested each year to promote and protect the greenery alongside the roads by the VDC 4. Regular maintenance of all the local roads within VDC 5. Remove name from land revenue register when private lands are occupied by public road			*****

Since some indicators among above mentioned municipal and village area may differ according to the geographical conditions, the District Coordination Committee may give its approval, if the Municipal/Village Coordination Committee with the clear reasons and explanations decides to request the implementation of the reformed indicators as per the geographical conditions.

In case of rural and urban settings in a single municipal/village development area, the concerned District Coordination Committee may give decisions, if the concerned municipal/village coordination committee after its decision requests with proper reasons and explanations, to implement the proposed indicators for VDC in the settlements having rural settings in the municipal area and Municipal indicators for the settlements having urban settings in the VDC area. In such a condition, decision from the District Coordination Committee would be the basis of measure.

5

Chapter

Environment-friendly Local Governance Indicators for District

a) Basic Indicators

Table 16: Basic Indicators for District

Indicators	Detailed Indicators	Yes	No	Explanation
a. Control on Plastic Bags				
1. Declaration of plastic bag free district	1. Decision from the District Council issued on banning plastic bags in district as prescribed by the Government of Nepal 2. District level mechanism established to control the import of prohibited plastic bags 3. Environment-friendly bag production encouraged as an alternative to the plastic bags			
b. Sanitation and Toilet				
1. Toilet management	1. Plan to construct or led to construct gender, disabled and child friendly public toilets within five years in bus-park, market or mass gathering public places			
2. Promotion of the Joint sanitary landfill site	1. System of additional support from DDC provisioned if the local institutions manage wastes in a combined way by forming joint committee			
3. Open Defecation Campaign	1. Work Plan prepared to declare the DDC as ODF by annually declaring 10 % VDC's as ODF under the Open Defecation Campaign 2. Programmes organised in the ODF declared VDC and Municipality for its sustainability and continuity			
c. Drinking Water				
1. Drinking Water Management	1. Drinking water resources of entire DDC and related details documented systematically in VDC 2. Drinking water sources protected or made to protect; and their details kept up to date 3. WASH Plan prepared 4. Minimum budget for the drinking water allocated and expensed			

d. Road				
1. Road Management	1. Budget allocated only to the roads identified under the District Transport Master Plan (DTMP) 2. Budget allocated or made to allocate regularly for the plantation of broom grass or suitable tree species and soil binding fodders along the roads already constructed in the district 3. Canals and slopes maintained all along the road so that water would not log 4. Clear policy decision made for provisioning aforementioned criteria in future road design standard 5. At least 5% of the allocated budget under road heading kept in the road maintenance fund for regular maintenance of roads. 6. Length workers managed for the regular protection of the roads constructed under the district road network 7. Environmental Management Plan (EMP) of infrastructure development activities prepared and implemented 8. Code of conduct prepared for using heavy equipments such as crane and excavator and implemented 9. Slope stabilization practised while using heavy equipment such as crane, excavator etc. for road construction			
e. Rural Energy				
1. Energy Master Plan	1. Rural Energy Master Plan prepared by district			
f. Local Structure related to the Environmental Protection				
1. Department in district established and operationalized	1. A separate section of environment, energy and climate change established in district			
g. Forest and Land Use				
1. Forest and land use map	1. Clearly demarcated forest maps available in District Forest, Soil Conservation, DDC, District Administration, Agriculture Development and Revenue Offices			
h. Disaster Management				
1. Disaster management plan and fund	1. District disaster management plan prepared and included in the district development plans as per the District Disaster Management Plan Regulation. 2. Disaster management Fund established in district			
i. Industrial Pollution Regulation				
1. Promotion of clean environment in the industrial areas	1. Industrial pollution criteria specified for district according to the criteria set by Government 2. On the basis of complaints from Village Development Committee/ Municipality, appropriate actions taken			

Advanced Indicators of District

b) Advanced Indicators

Table 17: Advanced Indicators for District

Indicators	Detailed Indicators	Yes	No	Explanation
a. Sanitation				
1. Sanitation and plastic management	1. Clear instruction to the concerned social mobilizers given to monitor and promote toilet-use and personal hygiene in a quarterly basis 2. DDC facilitated to form joint committee of more than one local bodies for managing solid waste collectively 3. Plastics collected and exported outside district or recycling industries established to produce as per the government standard			***

b. Drinking Water			
1. Drinking water management	<ul style="list-style-type: none"> 1. District strategy of drinking water management provisioned at the district level 2. Harmonization between drinking water supply and settlement development 3. National drinking water quality standard adopted 		***
c. Rural Energy			
1. Rural energy management	<ul style="list-style-type: none"> 1. At least two people trained in each VDC on Biogas in Terai districts and solar energy in remote hilly districts where electricity is not available 2. At least one program designed and implemented on hydro-power and energy development sector 		**
d. Climate Change			
1. Localization of National Adaptation Programme of Action (NAPA)	<ul style="list-style-type: none"> 1. Local Adaptation Plan of Action (LAPA) prepared and implemented 2. Regular monitoring of implementation as per the approved IEE and EIA report 3. District level policy for operating huge machinery and equipment approved and implemented 		***
e. Agriculture and Food Security			
1. Agricultural development, market management and food security	<ul style="list-style-type: none"> 1. At least two organic vegetable production farm within the district developed 2. At least one market outlet for organic vegetable production managed through cooperative organization within district 3. At least one professional agriculture, fishery or livestock farm established 4. At least one vegetable and two fruit nursery established and run within the district 5. At least one agricultural/livestock/fish refinement centre or industry established and run within the district 6. Crops/livestock considered important through food security perception produced at the local level and its market promoted 		*****
f. Forest and Land Use			
1. Forest and biodiversity	<ul style="list-style-type: none"> 1. Since there is policy to have 40% of the total area of district covered by the forest, strict programme of annual tree plantation provisioned in those districts where the forest area is less than 40% 2. Solid plan to protect endangered species of trees passed by the District Council by preparing database of the biodiversity within the district 3. Map of the land use area classification prepared according to the land use policy 4. Land use plan prepared according to the land use area classification 5. land use plan implemented 		*****
g) Disaster Management			
1. Disaster management and Protection of natural resource	<ul style="list-style-type: none"> 1. Disaster management plan included in the periodic and annual planning of district and budget allocated for its implementation 2. A safety place specified and minimum infrastructures prepared for the immediate rescue and short habitation during huge disasters in district 3. Tender published clearly stating that the bidder would cover all the expenses of controlling rivers and soil protection after the excavation of natural resources like stones, gravels and sand; and implemented accordingly 		***

h. Pollution Control				
1. Industrial pollution control	1. Guidelines for controlling industrial pollution prepared and approved by the District Council 2. Pollution Control Certificate (PCC) distributed (as per the Annex 7 of Environment Protection Rule)			**
2. Sound Pollution Control	1. VDC and Municipalities encouraged to control sound pollution in district			*
3. Air Pollution Control	1. VDC and Municipalities supported and facilitated to control air pollution			*

In a situation where some of the indicators mentioned above may differ depending on the geographical conditions, the District Coordination Committee through its decision with clear reasons and explanations can submit its request to the EFLG Central Implementation Coordination Committee for the approval. Upon this, the Central Implementation Coordination Committee may give its approval to implement the reformed indicators as per the geographical conditions after necessary study and analysis.

Environment-friendly 'letter of appreciation/honour' shall not be awarded unless all the above mentioned basic indicators of concerned levels are fulfilled. An environment-friendly identified logo shall be provided along with the letter of appreciation/honour to those households receiving at least more than half stars among the total stars of advanced indicators. Two stars in case of receiving 75 percent stars, three stars along with the honour and logo including other honorary awards may be given to those completing all the advanced indicators.

Concerned local bodies can add some more in the basic and advanced indicators according to their special needs and relevance through the decision of their respected Council.

Those local institutions, who aspire to achieve the results according to Section (e) and this draft by forming a joint committee as per the Rule 273(c) of Local Self-Governance Regulation, shall be especially encouraged to achieve those indicators.

If general people from certain Tole/settlement, ward, village, city, district or two or more than two Tole/settlements, ward, village, city, district or concerned local bodies come up with special ideas, fixing certain geographical area as green city, religious city, tourism city etc., the area can be declared as special area with additional speciality. Carrying out so declared development infrastructure works in such areas shall be possible, if special indicator, in addition to the basic indicators of this framework, for certain geographical area are prepared and approved by the Central Implementation Coordination Committee. The special indicators shall be finalised by taking suggestions of experts of the concerned field as required.

6

Chapter

Provision of Implementation

6.1 Implementation Strategy

1. Mainstreaming local planning process
2. Positive competition as main inspiration
3. Institutional structure and capacity building
4. Behaviour change through information, education and communication
5. Awareness campaign
6. Leadership role of local bodies, coordination and cooperation
7. Continuous monitoring, evaluation, feedback and improvement

6.2 Steps of Implementation

A) Advertisement

Encourage all the tole residents to make their households, tole, village and city environment-friendly by advertising through different mediums of communication (audio-visual, print and other suitable medium). Information material shall be prepared in a simple language and made available to the civil forum. All the concerned stakeholders will be given orientation training about the framework. Such orientation training shall also be conducted in schools.

B) Collection and analysis of database, and continuous updating

Details of the conditions of indicators as per this framework in the areas conducting special programmes shall be collected thoroughly, while the entire nation's in general. Separate forms as necessary will be developed to collect such details. After this, quarterly achievement details will be regularly prepared. Further achievement each year from the base data will be publicised annually.

C) Institutional provision

As determined in this framework, there shall be environment-friendly local governance district coordination committee in all DDC's, municipal coordination committee in Municipality and village coordination committee in VDC. Environment, energy and climate change sections in district development committee will be established.

There will be structures from tole/settlement to central level for the implementation of this framework. Municipality can form a ward level coordination committee, as necessary, to make the wards of Metropolis/Sub-metropolis and Municipality environment-friendly and to coordinate as required.

Separate committees with the coordination of the local institution's chief for the coordination of works related to environment, climate change adaptation, disaster and waste management and sanitation will not exist after the formation of environment-friendly local governance coordination committee at the local institution. In case of such committees' necessity, there shall be no hindrance for the committee to exist, as required, under the environment-friendly local governance coordination committee as per the decision of concerned local institution.

The district development committee shall coordinate and direct, as required, all the organizations/institutions working in the sector related to the environmental protection, waste and disaster management in the district, to work towards achieving the indicators as per this framework.

D) Capacity Development

1. Tole/settlement level (for Municipal area)

- a) The responsibilities and roles of the Social Mobilizers working in Municipality or other organizations working in such areas shall be added
- b) Training about the environment-friendly local governance along with the proper waste management shall be provided to the members of Tole development organization/Tole improvement committee, female health volunteers, youth clubs and forest users committee etc.
- c) Advertisements on environment-friendly local governance inside the municipal community/Tole and wards will be conducted.
- d) Public awareness programmes will be conducted in Tole, community.
- e) Information to achieve the household indicators shall be provided through the members of Tole development organization to the men and women of their neighboring households.
- f) At the farmers' level, activities of exhibition/awareness raising on the organic farming, improved farming, farmyard protection and effects of chemical pesticides and related skills delivery shall be conducted or cause to be conducted through the lead farmers.

2. Ward level (Municipal area)

- a) The female health volunteers, mothers group, youth club, ward citizen forum, concerned subject teachers of schools within the ward and social mobilizers, etc. shall be given orientation on the concept of environment-

friendly local governance framework, method and process of achieving and measuring the indicators of household and ward level etc. by the concerned ward or Municipality itself or in the leadership of the concerned ward.

- b) Municipality staffs shall bear the responsibility of ward's works in case of no existing office at the ward level.

3. Ward Level (Village Development Area)

- a) The female health volunteers, mothers group, youth club, ward citizen forum, concerned subject teachers of schools within the ward and social mobilizers, etc. shall be given orientation on the concept of environment-friendly local governance, method and process of achieving and measuring the indicators of household and ward level etc. by the concerned VDC itself or in the leadership of the concerned VDC.

4. Municipality

- a) The work responsibilities related to the environment-friendly local governance shall be added in the terms of reference (ToR) of sanitation/waste management department or other suitable department in the existing structure by updating their ToR, in case of current situation of having no separate environment department.
- b) The staffs taking care of environment-friendly local governance shall be provided with the capacities also in areas of environmental protection, disaster management, IEE/EIA and following building code while construction.
- c) Capacity building activities of ward, Tole, community organizations/institutions etc. of Municipality shall be conducted through environment section

5. Village Development Committee

- a) The orientation shall be given collectively to the social mobilizers working in the Village Development Committee, social organizations/institutions working at the local level, principals of schools, staffs of health posts, and staffs working at the Livestock Service Office in the village.

E) Measurement Mechanism and Method (Municipal Area)

Monitoring and measurement at different levels of Municipality have been described below in table:

Table 18: Monitoring and measurement method at different levels of Municipality

Level	Institution/Mechanism	Duration	Method
Household level	Tole Improvement Committee/Tole Development Organization	Twice a year	Observation, separate measurement forms of each household filled and sent to the ward office
Tole/Community level	Group consisted of the technician as decided by the ward committee on the coordination of ward chairperson or member, principal of the school within the ward, health post; and in case of ward level, youth club, NGOs/ community organizations working on environment, representatives from ward citizen forum and female health volunteer etc.	Twice a year	Observation, separate measurement forms of each Tole filled and sent through ward office along with recommendations to the municipality
Ward level	Group consisted of the technician of Municipality under the chairpersonship of the chief or vice-chief of municipality or chairperson of other ward, drinking water and sanitation division office, district health office, schools and NGOs actively working within the municipal level. (In case of the absence of Municipal incumbent, concerned officer can be deployed as the coordinator.)	Twice a year	Observation, separate measurement forms of each ward filled and sent along with recommendation to the municipality

F) Measurement Mechanism and Method (Village Development Area)

Monitoring and measurement at different levels of Village Development area have been described below in table:

Table 19: Monitoring and measurement method at different levels of Village Development area

Level	Institution/Mechanism	Duration	Method
Household level	One or more than one group formed consisted of the representatives of the ward citizen forum as decided by the ward committee, schools, youth club, mothers group etc. and monitored/measured through the same group.	Twice a year	Observation, separate measurement forms of each household filled and submitted to the ward committee, and sent to the VDC along with recommendation by the ward committee
Ward level	Measured by the group consisted of the area forest office under the chairmanship of the village development committee's chairperson or vice-chairperson, or chairperson of the other ward, schools, NGOs working actively within the village, forest users group, local mothers group.	Twice a year	Measurement report of the ward level should be submitted to the village development committee. Visit to the ward as per the indicators, minutes of the programme as conducted by the ward, resource materials, record of the advertisement materials, and observation.
Village development Committee level	Measured by the group consisted of two staffs from the thematic office on the coordination of the incumbent as decided by the environment-friendly local governance coordination committee, technical officers of DDC and the representatives of the concerned district level NGOs	Once annually	Observation, study of the planning documents, study of the land-use plan, building code, relevant contract/ agreement with the private sector etc.

G) Measurement Mechanism and Method (Municipality)

The municipal coordination committee should, after all the wards of a municipality are declared environment-friendly and all the municipal indicators mentioned in this framework are achieved, upon its decision, submit a request to the Ministry of Federal Affairs and Local Development to declare it as environment-friendly. After receiving such a request, the central implementation coordination committee shall then monitor and evaluate it by forming a technical sub-committee. This committee shall, upon discovering that all the required indicators have been achieved on the basis of the evaluation of the technical sub-committee, give its approval to the municipal coordination committee to declare it as environment-friendly. After the approval, the municipality shall be declared with a special programme as environment-friendly municipality.

H) Evaluation Mechanism and Method (Metropolis/Sub-metropolis)

After all the wards of the Metropolis and Sub-metropolis are declared environment-friendly, the Metropolis/Sub-metropolis coordination committee can, upon its decision, submit a request to the central implementation coordination committee to declare it as environment-friendly; and the committee, as necessary, shall deploy for the monitoring and evaluation by forming a technical sub-committee. The central implementation coordination committee shall take decision, on the basis of the monitoring report of the technical sub-committee, and send to the Directive Committee along with the recommendation to declare environment-friendly. After the approval of the directive committee, the Metropolis and Sub-metropolis shall be declared with special programme as the environment-friendly city.

I) Evaluation Mechanism and Method (District)

After all the village development committees and municipalities of the district are declared environment-friendly, the district coordination committee can, upon its decision, submit a request to the central implementation coordination committee to declare it as environment-friendly; and the committee, as necessary, shall deploy for the monitoring and evaluation by forming a technical sub-committee. The central implementation coordination committee shall take decision, on the basis of the monitoring report of the technical sub-committee, and send it to the Directive Committee along with the recommendation to declare environment-friendly. After the approval of the directive committee, the district shall be declared with special programme as the environment-friendly district.

J) Special Indicator Evaluation Mechanism and Method

The evaluation mechanism and method of the special indicators shall be as determined by the central implementation coordination committee.

6.3 Methods of Motivation

a) Household level of Municipality:

1. At the household level, those households achieving the determined indicators to maintain the status of environment-friendly household by their behavioral change shall be honored as 'environment-friendly household'. Honor such as this shall be provided as a logo and letter of appreciation. The received letter of appreciation shall be hung at the entrance of the household so that it could be seen easily by all.
2. The Municipality/Municipal council, upon its decision, may provide partial or full discount on its service fees and tariffs (LSGA, Article 145) to the household receiving the environment-friendly honour/award.

b) Tole/community level of Municipal area:

1. Providing letter of appreciation: Municipality shall award, upon successful completion of all the required indicators and in condition of being declared as the environment-friendly, a letter of appreciation and logo as an honor to the Tole/community. The honor and appreciation letter receiving Tole and community shall be encouraged to put a hoarding board in their area as per the received logo and letter of appreciation.
2. Provide opportunities for capacity development: In the recommendation of the environment-friendly declared Tole /community, its residents shall be provided capacity development opportunities, with preference, in different capacity development activities (training, symposium, observation visits etc.) arranged by the Municipality. In addition to this, Tole actively involved in such activities may be rewarded with physical resources (furniture, computer etc.) or may also be sent as the resource person to other Tole.

c) Ward level:

1. Providing letter of appreciation: The ward completing all the determined indicators shall, upon the decision of municipal environment-friendly coordination committee, be provided the logo and letter of appreciation.
2. Physical facilities can be provided: The environment-friendly ward committee office can be provided with the additional physical resources (such as computer, printer, motorcycle, furniture etc.) by the municipality along with the provision of cash reward to the individual who actively supported this work.

3. Donation can be provided: Additional donation to the environment-friendly declared ward can be provided from the local environment protection fund to help the ward achieve further advanced indicators.

d) Village Development Committee level:

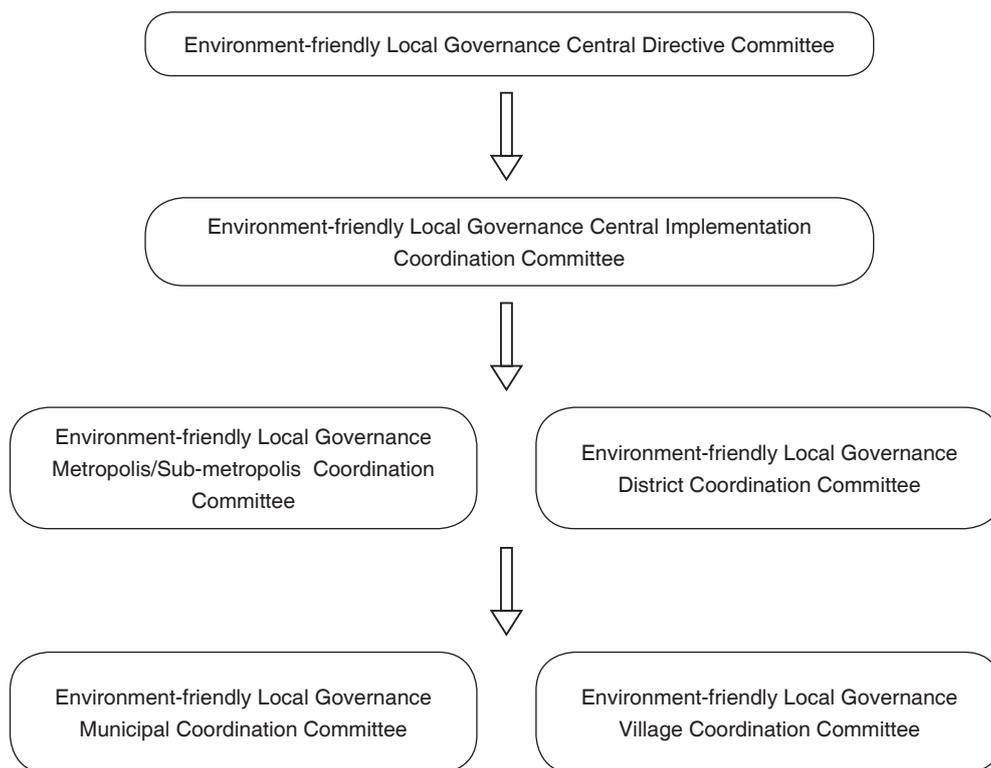
1. Providing the logo and letter of appreciation: The village development committee fulfilling the determined indicators shall be rewarded as 'environment-friendly village development committee' including with the letter of appreciation and the logo by the environment-friendly governance district coordination committee.
2. Providing the environment-friendly donation: Environment-friendly declared village development committees maybe, as an encouragement, provided with additional donations in the local environment protection fund by the district and the center. Such donation money shall be spent in the achievement of advanced level indicators.

e) Municipality and district level:

1. Providing letter of appreciation and logo: The Municipality and district completing determined indicators shall be honored by the Government of Nepal as 'environment-friendly municipality/district' with the letter of appreciation and logo.
2. Providing the environment-friendly donation: Environment-friendly declared Municipality/district may, as an encouragement, be provided with additional donations in the environment protection fund by the Government of Nepal. Such donation money shall be spent in the achievement of advanced level indicators.

6.4 Institutional Structure

For the implementation of this framework following institutional provision has been arranged:



Formation and work, duties, rights and responsibilities

A) Environment-friendly Local Governance Central Directive Committee Formation:

Vice Chairperson of National Planning Commission	President
Member responsible for Environment of National Planning Commission	Member
Secretary, Ministry of Federal Affairs and Local Development	Member
Secretary, Home Ministry	Member
Secretary, Ministry of Urban Development	Member
Secretary, Ministry of Science, Technology and Environment	Member
Secretary, Ministry of Finance	Member
Secretary, Ministry of Forest and Land Protection	Member
Secretary, Ministry of Agriculture Development	Member
Secretary, Ministry of Education	Member
Secretary, Ministry of Land Reform and Management	Member
Secretary, Ministry of Health and Population	Member
Secretary, Ministry of Industry	Member
Secretary, Ministry of Physical Infrastructure and Transportation	Member
Secretary, Ministry of Women Children and Social Welfare	Member
Member Secretary, National Planning Commission	Member
Heads, Federation of DDC, Federation of Municipality and VDC	Member
Chairperson, Federation of Nepalese Chamber of Commerce and Industries	Member
Joint Secretary, Ministry of Federal Affairs and Local Development (Head of the related department)	Member Secretary

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

- a) To coordinate with and provide policy guidance to the thematic ministries/institution, development partners, and international NGOs in order to avoid duplication of programmes
- b) To give necessary direction to the central implementation coordination committee to carry out the campaign effectively
- c) To give approval to declare the district, metropolis and sub-metropolis environment-friendly
- d) To give necessary direction after reviewing the overall programme
- e) To coordinate and facilitate the mainstreaming of issues such as environment, climate change, biodiversity protection, waste management, disaster risk management into the development planning.

B) Environment-friendly Local Governance Central Implementation Coordination Committee Formation:

Secretary, Ministry of Federal Affairs and Local Development	President
Joint Secretary, Ministry of Federal Affairs and Local Development(Municipality Division)	Member
Director General, Department of Local Infrastructure and Agricultural Road	Member
Joint Secretary, Ministry of Urban Development	Member
Joint Secretary, Ministry of Finance	Member
Joint Secretary, Home Ministry	Member
Joint Secretary, Ministry of Science, Technology and Environment	Member
Joint Secretary, Ministry of Forest and Land Protection	Member
Joint Secretary, Ministry of Agriculture Development	Member
Joint Secretary, Ministry of Education	Member
Joint Secretary, Ministry of Health and Population	Member
Joint Secretary, Ministry of Land Reform and Management	Member
Joint Secretary, Ministry of Industry	Member
Joint Secretary, Ministry of Women Children and Social Welfare	Member
Joint Secretary, National Planning Commission	Member
Director General, Department of Environment	Member
Executive Director, Alternative Energy Promotion Center	Member

Head, Department of Environmental Science, Tribhuvan University	Member
Head, Department of Environmental Science, Kathmandu University	Member
Executive Director, Waste Management Technical Support Center	Member
Head or Representatives, Federation/Organizations of local institutions	Member
Head or Representatives, Federation of Nepalese Chamber of Commerce and Industries	Member
Head or Representatives, International NGO Federation	Member
1 journalist nominated by the environmental journalist committee	Member
Chairperson or Representative, NGO Federation	Member
Under Secretary, (Environmental Management Section) Ministry of Federal Affairs and Local Development	Member Secretary

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

1. Working coordination among ministry/institution, development partners and national and international NGOs
2. Programme coordination, facilitation and monitoring regionally
3. Mobilization of support in a way that helps achieve the basic indicators
4. Implementation of the directions given by the central directive committee
5. Formation of the technical sub-committee as necessary
6. Regulate the expenses done in the environmental sector and give necessary guidance by local institutions
7. Necessary support in the capacity building for the implementation of environment-friendly local governance
8. Give recommendation to the directive committee for giving approval to declare the district, metropolis and sub-metropolis environment-friendly; and give approval for declaring the municipality environment-friendly
9. Finalize the indicators of certain geographical areas or municipality/VDC with special identity such as green city, healthy city, tourism city etc., or local institutions or certain geographical areas willing to be declared jointly.
10. Determine proposed additional environment-friendly indicators for hotel, government offices, and schools etc.
11. Give recommendation to the concerned institution to provide cash reward and honor the individual, organizations/institutions contributing considerably towards environmental protection, waste management, land-use and disaster management.
12. Approve the logo of environment-friendly local governance
13. Declare the ministry, central institution as environment-friendly
14. May form sub-committees as necessary to manage its works

The Environmental Management Section of the Ministry of Federal Affairs and Local Development shall remain as the Secretariat of the Central Implementation Coordination Committee.

C) Environment-friendly Governance District Coordination Committee Formation:

Chairperson, District Development Committee	President
Chief District Officer	Member
Municipal Heads of Municipalities within the District	Member
Local Development Officer	Member
Chief of the Drinking Water and Sanitation Office	Member
District Forest Office	Member
District Education Office	Member
Chief of District Health Office	Member
Chief, District Agriculture Development Office	Member
Chief, District livestock Service Office	Member
Chief, Revenue Office	Member
Chief, Survey Office	Member
Chief, District Land Protection Office	Member
Chief, Women and Children Office	Member
President, Federation of Nepalese Chambers of Commerce and Industries	Member

Chief, Federation of District Cooperatives	Member
Chief, District Coordination Committee of NGO Federation	Member
District Chief, Section of Environment, Energy and Climate Change	Member Secretary

In the district where the national park and wildlife reserve lies, the chief of that institution shall be invited to become the member. Field Specialist can be invited as necessary.

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

1. Review, monitor, evaluate and coordinate with all the programme conducted in the district related to environment, disaster risk reduction, climate change adaptation, biodiversity protection, land-use classification and waste management
2. Support, coordinate and facilitate the village development committee along with giving approval to make it environment-friendly.
3. Form technical sub-committee as necessary
4. Give recommendation to the district council for the conducted and to be conducted activities within the district relating to the environment, disaster, climate change and waste management to carry out its programme so that the indicators of this framework could be achieved.
5. Provision a system to send the numbers of environment-friendly household, tole and ward and the name-list details of village development committee and municipality in quarterly basis to the Ministry of Federal Affairs and Local Development.
6. Provide logo and letter of appreciation to the existing government offices within the district by conducting the monitoring measurement as per the annex-1.
7. Do other necessary works to make the district environment-friendly or cause it to be done.

D) Environment-friendly Local Metropolis/Sub-metropolis Coordination Committee Formation:

Municipal Head	President
Executive Officer	Member
Representative Officers of District Administration Office	Member
Planning Monitoring and Administration Officer	Member
Chief, District Technical Office	Member
Chief or Representative, Drinking Water and Sanitation Office	Member
District Forest Officer or Representative	Member
District Education Officer or Representative	Member
Chief or Representative, District Health Office	Member
Chief or Representative, Revenue Office	Member
Chief or Representative, Survey Office	Member
Chief or Representative, District Agriculture Development Office	Member
Chief or Representative, District Livestock Service Office	Member
Chief or Representative, District Land Protection Office	Member
Chief or District Representative, Federation of Nepalese Chambers of Commerce and Industries at Municipal level	Member
Chief or Representative, Municipal Coordination Committee of NGO Federation	Member
Chief of concerned Department or Officer as specified by the Municipality	Member Secretary

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

1. Coordinate, monitor, evaluate and review all the programmes conducted within the metropolis and sub-metropolis related to environment, disaster, land-use classification and waste management.
2. Support, coordinate and facilitate its wards along with giving approval to make them environment-friendly.
3. Give recommendation for declaring metropolis/sub-metropolis as environment-friendly
4. Give recommendation to the municipal council for the conducted and to be conducted activities within the municipality relating to the environment, disaster and waste management to carry out its programme so that the indicators of this framework could be achieved.

5. Provision a system to send the numbers of environment-friendly household, tole and wards of the entire municipality to the Ministry of Federal Affairs and Local Development in a quarterly basis.
6. Play necessary supportive role in making the district environment-friendly.
7. Do other necessary works to make the municipality environment-friendly or cause it to be done.

E) Environment-friendly Local Governance Municipal Coordination Committee Formation:

Municipal Head	President
Executive Officer	Member
Representative Officers of District Administration Office	Member
Planning Monitoring and Administration Officer	Member
Chief or Representative, District Technical Office	Member
Chief or Representative, Drinking Water and Sanitation Office	Member
District Forest Officer or Representative	Member
District Education Officer or Representative	Member
Chief or Representative, District Health Office	Member
Chief or Representative, Revenue Office	Member
Chief or Representative, Survey Office	Member
Chief or Representative, District Agriculture Development Office	Member
Chief or Representative, District Livestock Service Office	Member
Chief or Representative, District Land Protection Office	Member
Chief or District Representative, Federation of Nepalese Chambers of Commerce and Industries at Municipal level	Member
Chief or Representative, Municipal Coordination Committee of NGO Federation	Member
Chief of concerned Department or Officer as specified by the Municipality	Member Secretary

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

1. Coordinate, monitor, evaluate and review the entire programme conducted within the municipality related to environment, disaster, land-use classification and waste management.
2. Support, coordinate and facilitate its wards along with giving approval to make them environment-friendly.
3. Give recommendation to the central implementation coordination committee to declare municipality as environment-friendly.
4. Give recommendation to the municipal council for the conducted and to be conducted activities within the municipality relating to the environment, disaster and waste management to carry out its programme so that the indicators of this framework could be achieved.
5. Provision a system to send the numbers of environment-friendly household, tole and wards of the entire municipality to the concerned District Development Committee and Ministry of Federal Affairs and Local Development in a quarterly basis.
6. Play necessary supportive role in making the district environment-friendly.
7. Do other necessary works to make the municipality environment-friendly or cause it to be done.

F) Environment-friendly Local Governance Village Coordination Committee Formation:

President of Village Development Committee	President
Presidents, Drinking Water Users Groups	Member
Chiefs of Health Posts/Institutions working at village	Member
Chief, Agriculture and Livestock Service Center at village level	Member
Chief, concerned Range Post or Area Forest Office	Member
Principals, Schools at the village	Member
Presidents, Community Forest Users Groups	Member
Presidents of Social Institutions/Organizations such as mothers groups, youth clubs, child clubs etc.	Member
Representatives of governmental or non-governmental organizations/institutions involved in the implementation of programmes related to the environmental protection,	

waste and disaster management	Member
Coordinator, village level committee of cooperative institute	Member
Secretary, Village Development Committee	Member Secretary

Works, Duties, Rights and Responsibilities

The works, duties, rights and responsibilities of this committee shall be as follows:

1. Coordinate, monitor, evaluate and review all the programmes conducted in the village development committee related to environment, disaster, land-use classification and waste management.
2. Support, coordinate and facilitate its wards along with giving approval to make them environment-friendly.
3. Give recommendation to the village council for the conducted and to be conducted activities within the municipality relating to the environment, disaster and waste management to carry out programmes so that the indicators of this framework could be achieved.
4. Send the numbers of environment-friendly household and wards of the entire village to the concerned District Development Committee in a quarterly basis.
5. Do other necessary works to make the village environment-friendly or cause it to be done.

The concerned local institution shall bear the responsibility of implementing the decisions made by the village, municipal and district level environment-friendly coordination committee.

6.5 Financial Resource Management

Since the environment-friendly local governance is based on the concerned level's subjective conditions and is a process to measures results, the achievement and process are monitored and the investment is not given much importance. What was planned according to this framework is not as important as the achievement of the concerned layer/level, which is then measured.

The contribution of household is mainly important to achieve the proposed indicators in this framework. However, the contribution of different institutions, local bodies, development partners of the government of Nepal, all the national and international NGOs and private and public sectors is important to make all the level from household to district environment-friendly.

6.6 Human Resource

The environment-friendly local governance is not a new or additional programme/project, rather it is prepared by local bodies, or evaluable simple indicators of the works to be done through their leadership or coordination have been prepared, adopting the doctrine of imminence under existing Act, Laws, Strategies and Directives, encouraging households, tole/settlement levels to achieve such indicators; hence it is important to make it clear to the existing human resources the responsibilities that would achieve or inspire to achieve those indicators. Programme being conducted in different sectors related to environmental protection, waste and

disaster management should be coordinated and guided to achieve the proposed indicators as per this framework. The Environmental Management Section shall coordinate and facilitate as necessary at the central level under the direct supervision of the Chief of concerned Division of the Ministry of Federal Affairs and Local Development.

The District Environment, Energy and Climate Change Department shall work as the Secretariat of the District Coordination Committee along with facilitating its implementation. The department responsible for the environment shall act as Secretariat in Metropolis, Sub-metropolis and Municipality.

In Village Development Committee, the Social Mobilizers shall be given further responsibility relating this. In case of non-availability of Social Mobilizer, the Village Development Committee can deploy other suitable person.

The necessary human resource may be employed by hiring on contractual basis or through any other suitable process for the fixed timeframe, in case of a decision to conduct programme as a special campaigning a Tole/settlement, municipality, village or certain geographical area, to achieve all the indicators within a certain timeframe.

6.7 Role and Responsibilities of the Stakeholder Institutions

The responsibilities of making necessary investment, coordination and facilitation by making policy, strategy and work policy that help achieve the respective indicators of their scope as per this framework shall be of all the thematic ministries and stakeholder institutions. The responsibility and role of the chief stakeholder institution are as follows:

1. National Planning Commission

- a) Make plan, strategies and work plans taking into consideration the environment-friendly local governance indicators.
- b) Coordinate as necessary with thematic ministries/ institutions, development partners, non-governmental organizations and private sector programme in order to achieve the indicators according to this framework.
- c) Coordinate and facilitate the preparation of environment-friendly local governance related long-term and periodic plans
- d) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- e) Do the entire monitoring and evaluation related to this work or cause it to be done.

2. Ministry of Finance

- a) Promote the investment of government of Nepal, development partners, international non-governmental organizations and private sectors in a way that helps achieve the environment-friendly indicators.
- b) Give preference to the inclusion of environment-friendly indicators achievement in central budget, policy and programme.
- c) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- d) Do the monitoring and evaluation of the related work with a view of investment or cause it to be done.

3. Ministry of Federal Affairs and Local Development

- a) Act as Central Secretariat to coordinate the implementation of the environment-friendly local governance framework
- b) Conduct the works related to capacity development of local institutions to achieve the indicators
- c) Conduct policy-wise advocacy and discussion
- d) Mainstream the indicators into the local-institution-involved procedures and directives/regulations.
- e) Prepare additional indicators for green city, tourism city, religious city/village/district or office, school, hotel etc. with specific priority, and take suggestions from the concerned institution to finalize the indicators.
- f) Prepare the records of environment-friendly local institutions regularly and update them quarterly.

- g) Include the indicators into the monitoring structure of Ministry.
- h) Provision the establishment of environment, energy and climate change department in all the districts, and encourage the establishment of environment department in the municipality.
- i) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per Annex 1 of this framework in order to declare them as environment-friendly.
- j) Do other necessary works.

4. Ministry of Science, Technology and Environment

- a) Advocate nationally and internationally for environment-friendly local development.
- b) Coordinates necessary to invest the support/aid received by the Government of Nepal for environment, energy and climate change, in a way that helps achieve the indicators in this framework.
- c) Support to provide the District Development Committees with donations/aids with conditionality in order to establish and run the environment, energy and climate change department in all the districts.
- d) Coordinate and facilitate to invest the international support/aid received by Nepal for conducting environmental protection and climate change programme, in a way that helps achieve the indicators in this framework.
- e) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- f) Support in the achievement of indicators by mobilization of fund established under the provision of Environmental Protection Regulation.

5. Ministry of Urban Development

- a) Support in providing the drinking water and sanitation related facilities giving priority to the local institutions committed to environment-friendly declaration.
- b) Allocate the budget prioritizing sectors promoting environmental protection, waste management and urban beautification.
- c) Play effective role in the implementation of the National Building Code.
- d) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level

offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.

6. Ministry of Forest and Land Protection

- a) Conduct programme in coordination and partnership with the local institutions to plant trees in the empty lands.
- b) Support, coordinate and facilitate as necessary to achieve the indicators related to the forest and land protection.
- c) Advance the concept of 'one village, one nursery' with priority.
- d) Give preference to the mobilization of environmental budget and programme from ministry in ways that help achieve the concerned indicators as per this framework.
- e) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.

7. Ministry of Agriculture Development

- a) Promote environment-friendly and organic agricultural system.
- b) Include its indicators in the annual budget and programme to achieve them.
- c) Support in conducting the concept of 'one village, one pond' as a campaign.
- d) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- e) Promote the partnership with the local institutions.

8. Ministry of Land Reform and Management

- a) Support the local institutions to implement the National Land Use Policy.
- b) Make available the records of public and barren lands.
- c) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- d) Mobilize the environmental budget and programme of Ministry in ways that would help achieve the concerned indicators as per this framework.

9. Ministry of Education

- a) Encourage the schools in conducting extracurricular activities that would help achieve the environment-friendly indicators
- b) Guide all the schools to make them environment-friendly.
- c) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- d) Mobilize the environmental budget and programme of Ministry in ways that would help achieve the concerned indicators as per this framework.

10. Ministry of Health and Population

- a) Facilitate the management of health-institution-disposed wastes
- b) Guide all the hospitals throughout the nation to become environment-friendly.
- c) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per Annex 1 of this framework in order to declare them as environment-friendly.
- d) Mobilize the environmental budget and programme of Ministry in ways that would help achieve the concerned indicators as per this framework.

11. Ministry of Physical Infrastructure and Transportation

- a) Promote greenery at both the sides of all the roads.
- b) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per Annex 1 of this framework in order to declare them as environment-friendly.
- c) Mobilize the environmental budget and programme of Ministry in ways that would help achieve the concerned indicators as per this framework.

12. Other Thematic Ministries

- a) Give recommendation to the Central Implementation Coordination Committee by monitoring the central level offices of its own or those under it about the achievement of the indicators as per the annex-1 of this framework in order to declare them as environment-friendly.
- b) Mobilize the environmental budget and programme of Ministry in ways that would help achieve the concerned indicators as per this framework.

13. Development Partners

- a) Support promotion of environment-friendly local governance according to the prioritization of the Government of Nepal.
- b) Ensure the achieving of indicators according to this framework while supporting in the sectors such as environmental protection, climate change, waste and disaster management.
- c) Avail support to address the environmental protection, climate change, waste and disaster management as per the sector-wide approach (SWAP).
- d) Cooperate in conducting capacity development programme, or conduct advertisement as necessary or encouraging works to achieve the indicators as per this framework.

14. All the Local Institutions/Bodies

- a) Mobilize the resources to achieve the results as mentioned in this framework.
- b) Coordinate, facilitate and cooperate with all the governmental organizations, development partners, non-governmental organizations and private sector working in the environmental protection in their own scopes to achieve their respective indicators according to this framework.
- c) Strive towards making its own local institutions environment-friendly.

15. Non-governmental Organizations

The National and International NGOs working in this sector shall, under existing laws, play the following roles:

- a) In coordination and cooperation of the local institution, include their programme into the annual plan and programme of the concerned local institutions and mobilize in a way that would help achieve the indicators as per this framework.
- b) Conduct the capacity development programme of the local level social and community organizations necessary for measuring the indicators as per the framework.

- c) Conduct social mobilization works in coordination with the local institutions so that this concept would reach all the households.
- d) Work as catalyst to create positive competition among household, Tole and local institutions.

16. Cooperative Institutions

- a) Encourage the cooperative institutions achieve basic indicators of household and tole levels of this framework.
- b) Conduct its activities in ways that help achieve the indicators of this framework.
- c) Cooperate and partner with the Government and local institutions in ways that help achieve the indicators of this framework.

17. Private Sector

- a) Run industries and business in ways that help achieve the indicators mentioned in this framework.
- b) Cooperate to achieve indicators of the frameworks a socio-institutional responsibility.
- c) Cooperate and partner with the Government and local institutions in ways that help achieve the indicators of this framework.

6.8 Refinement and Explanation/Interpretation of the Indicators

The Ministry of Federal Affairs and Local Development shall perform simple improvement and refinement according to the time in the indicators, or explain/interpret them, and also solve ordinary hindrances.

The indicators of environment-friendly public offices shall be as pursuant to Annex 1. The Ministry of Federal Affairs and Local Development shall, as necessary, prepare additional indicators for the other institutions and local institutions (including joint committees) with specific specialty like green city, religious city, tourist city and model city etc. and shall submit to the Central Implementation Coordination Committee for implementation. Such indicators shall be enacted after the approval from the Central Implementation Coordination Committee.

Annex 1

Environment-friendly Indicators for Public Offices

Indicators	Extended Indicators	Yes	No	Explanation
1. Sanitation	<ol style="list-style-type: none"> 1. gender friendly toilet provisioned 2. soap and water in the toilet provisioned for washing hands 3. all the materials required in the toilet made available and cleaned up daily 4. every room, veranda and premises of the office cleaned up daily 5. no spider nets, dust, mush, unnecessary plants, weeds, dirt marks in the walls, compound wall and ceiling of the office 6. old, worn-out and unnecessary things should not be placed in the premises of office 7. unnecessary graffiti and random posters shouldn't be placed in the walls and ceilings of office 			
2. Maintenance of the office building	<ol style="list-style-type: none"> 1. the walls and boundaries of office building painted once every year 2. the building walls and compound walls of office shouldn't be spat after chewing betel leaf or tobacco 3. the office building regularly maintained 4. no cracks in the wall and compound wall of office building 			
3. Beauty and greenery of the office	<ol style="list-style-type: none"> 1. garden with flowers, plants and grass in the open space within the office compound established 2. the garden maintained and taken care of at least once every week 3. plants planted in the office owned land or a public land by the office staffs in the World Environment Day 4. at least 10 perennial plants are planted within the office premises 5. the rain water groundwater recharged 			

Indicators	Extended Indicators	Yes	No	Explanation
4. Waste Management	<ol style="list-style-type: none"> 1. the waste of office divided into organic and inorganic 2. the organic waste made compost within the office premises or managed in some other way 3. the inorganic waste collected separately in plastic and sold or disposed in a certain place 4. harmful wastes (such as battery, CFL, bulb, pieces of glass/bottle, tube-light etc.) among others and other waste collected separately and disposed in a fixed place 5. the footpath associated with the office cleaned up regularly 6. broken things, worn-out sofas, torn carpets, torn and old curtains should not be used in office 7. waste, dust, pieces of paper and other wastages not thrown outside or within the office premises 8. plastic bags outside the standard prohibited to use in the office 			
5. Energy use	<ol style="list-style-type: none"> 1. less energy consuming bulb (such as LED) used in the office 2. diesel, kerosene or petrol consuming equipment not used for electricity in the office 3. all sorts of electronic devices switched off while not in use 			
6. Vehicle use/ management	<ol style="list-style-type: none"> 1. pollution control of vehicles regularly checked and 'green sticker' taken 2. old vehicles regularly sold or auctioned 			
7. waiting room for service recipients	<ol style="list-style-type: none"> 1. waiting room at the front part of the office available for the service recipients to escape sun and rain 2. the waiting room cleaned regularly 			
8. Toilet for service recipients	<ol style="list-style-type: none"> 1. public toilet for women and men at the office 2. water made available in the toilet 3. toilet regularly cleaned up 			
9. use of office building protection and earthquake equipment	<ol style="list-style-type: none"> 1. map of all the office buildings passed or regulated by the concerned institutions 2. the bags of travellers/guests thoroughly checked while entering or exiting 3. compound wall established around the office for safety and building code used in all the office buildings 4. retrofitted technology used in all the office buildings 			
10. provision of Canteen	<ol style="list-style-type: none"> 1. clean and hygienic canteen 2. the price list of foods hanged/kept each day 3. clean drinking water provisioned in the canteen 4. flower garden managed in front of the canteen 5. the time of snacks fixed/determined by the office 6. snacks not eaten by the staffs while at working room 			

The district environment-friendly coordination committee shall form a technical sub-committee regarding whether or not the offices located within the district have fulfilled the above mentioned indicators, monitor the measurements and if found all the indicators to have been completed, shall decide to declare it as the environment-friendly. In case

of Ministry and central institution, the concerned Ministry and central institution shall monitor the measurements and give recommendation to the Central EFLG Implementation Coordination Committee. The Central Implementation Coordination Committee then shall accordingly decide to honor.