Operation Manual

GOBAR – Dhan MIS (Implementing Agency)

Ministry of Drinking Water and Sanitation

Prepared By

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1. Introduction

1.1 Introduction: Gobar - Dhan

The Swachh Bharat Mission (Gramin) in rural areas aims to achieve open defecation free villages and improved cleanliness through Solid and Liquid Waste management, thus creating clean villages in India. With many States achieving ODF status, solid and liquid waste management takes prime importance in the endeavor.

Rural India generates enormous quantities of bio-waste including animal waste, kitchen leftovers, crop residue, market waste and fecal sludge. According to 19th Livestock Census of India, 2012, there are about 300 million bovines, 65.07 million sheep, 135.2 million goats and about 10.3 million pigs. At least 5,257 tonnes waste/day is estimated to be generated from livestock alone. In addition, according to Indian Agricultural Research Institute's estimates in 2014, India generated 620 million tonnes of crop residue, of which 300 million tonnes are treated as waste and 100 million tonnes are burnt on farms.

Presently, a very large fraction of bio-waste gets disposed in unsafe ways – burning, unscientific dumping, discharging into water bodies, etc. on the other hand, bio-resources such as animal dung cakes, crop residue and firewood are commonly burned as cooking fuel leading to indoor air pollution. Indoor air pollution is also considered responsible for a significant number of acute respiratory illnesses in young children. WHO estimates about 5 lakh deaths in India due to unclean cooking fuel alone. Women and children suffer the most, as they spend large amounts of their time near indoor cooking hearth. Not only does unsafe management of waste leads to adverse environmental &health impacts but also destroys the resource value of this waste.

Fortunately, bio-waste has the potential to be harnessed as energy, fuel, and fertilizer. Waste such as cattle dung, poultry droppings, pig excreta, human excreta, crops & crop residues, kitchen waste etc., can produce biogas, through anaerobic digestion and produce clean fuel for cooking, lighting, electricity, running biogas based engines, etc. Some of the biomass waste also has potential to produce ethanol. The oil seeds like jatropha, karenge, rapeseeds, mahua seeds, neem seeds etc. can be converted to bio-diesel and other medicinal products. Woody biomass and powdery biomass waste like twigs, barks/ branches, arhar stalks, mustard stalks, coconut shells, saw dust, paddy husk, etc. can be converted to solid biomass fuels like pellets, briquettes and others.

1.2 About the Initiative

In an effort to ensure cleanliness in villages and generate wealth and energy by converting cattle dung and solid agricultural waste into compost and biogas and improve the lives of villagers, the launch of 'Galvanizing Organic Bio-Agro Resources Dhan' (GOBAR-DHAN) scheme was announced in the Budget Speech of the Hon'ble Finance Minister in Feb 2018. This initiative shall support biodegradable waste recovery and conversion of waste into resources. This shall support creating clean villages which is the objective of Swachh Bharat Mission (Gramin) and also provide economic and resource benefits to farmers and households. The GOBAR-DHAN scheme is expected to engage with people in safe and efficient managing of solid waste,

especially the bio-agro waste in villages, so that the villages remain clean. GOBARDHAN scheme is a crucial component of the ODF Plus strategy of SBM(G) and will focus on supporting villages in management of bio-waste.

1.3 Objectives

The intended impact of the scheme is cleaner villages through solid waste management, increased rural income and employment, and reduced environmental impact. Accordingly, the scheme aims to have the following impact:

a. Sanitation: Improved sanitation, by reducing waste from the villages and overall cleanliness

b. Organic Fertilizer: The digested slurry from biogas plants, a rich source of manure, shall benefit farmers in supplementing chemical fertilizers

c. Health: Decrease in incidences of malaria and other sanitation related diseases through reducing waste stagnation in villages; and improving indoor air quality that is otherwise affected by burning of dung cakes and firewood

d. Energy: Villages become self-reliant in clean energy by harnessing bio-waste to generate bio-energy and thereby reduce burning and dependence on forests

e. Employment: Local youth and semi-skilled technicians can benefit from skilling and potential green jobs such as collection of waste, transportation to treatment plants, management of plant, operation and maintenance of plants, sale and distribution of biogas and bio-slurry generated, etc.

f. Empowerment: Households consume cleaner and cheaper fuel through biogas/bio-CNG for cooking, saving on earnings and time; women of the household who typically engage in collection of firewood/ making dung cakes can be relieved of the drudgery involved

1.4 Scope

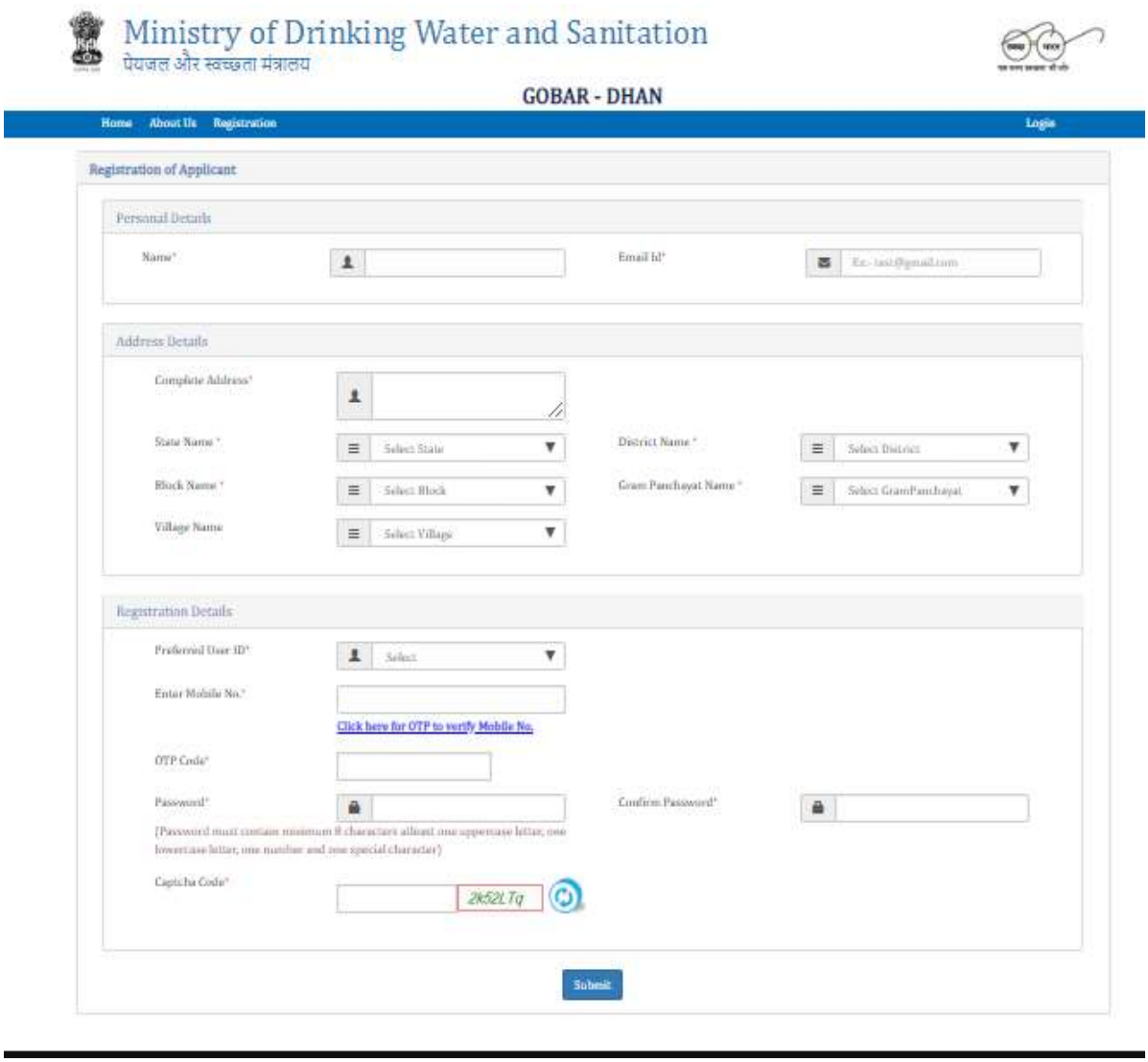
GOBAR-DHAN scheme proposes to cover 700 projects across the country in 2018-19. The scheme will be implemented in two phases i.e, 350 projects in first half of the year and rest in the second half. The States may choose to develop at least one project per district or as many viable projects as possible to achieve effective bio-waste management in the villages. The programme will be funded under SLWM component of SBM-G following the suggested guidelines of SBM(G). The total assistance under SBM (G) for SLWM projects is on the basis of total number of households in each GP, subject to a maximum of INR 7 lakh for a GP having up to 150 households, INR 12 lakh up to 300 households, INR 15 lakh up to 500 households and INR 20 lakh for GPs with more than 500 households. Only those Gram Panchayats which have not availed SLWM funds under SBM(G) are eligible to receive the financial assistance under GOBAR-DHAN scheme, subject to the limits of guidelines. However, States shall have the flexibility to provide additional funds to any GP based on viability under the scheme through convergence with other Central/State schemes.

2. Gobar – Dhan MIS (Data Entry) by Implementing Agency

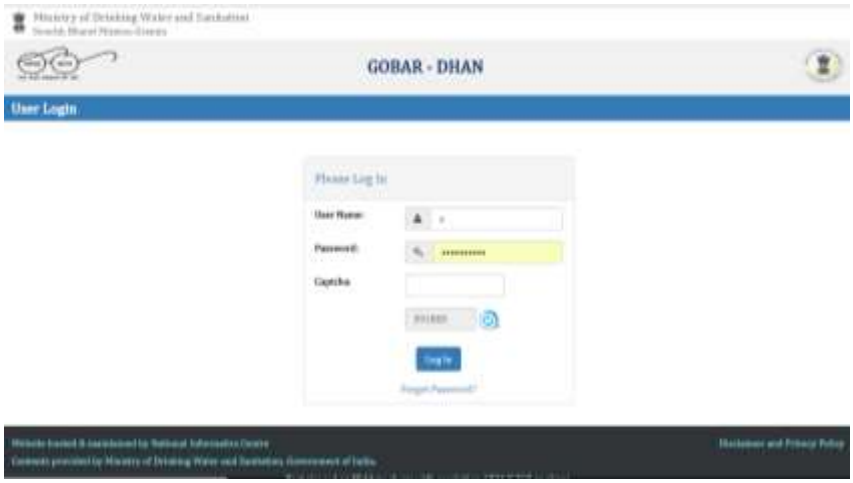
The steps to log into MIS are following:

- Open browser and Open the link provided in the EOI i.e. http://sbm.gov.in/gobardhan/home.aspx.

- One time **Registration** is required for creation of **Login**.
- Click **Registration** button visible on the left side**.**
- Register by entering all the required information (Name, Email ID, Complete Address, State Name, Block Name, District Name, GP Name, Village Name, choose your Preferred User ID, Enter Mobile Number, Choose a Password).
- The **Password must contain** at least 1 Uppercase, 1 Alphabet, 1 Number and 1 Special Character and should be Minimum 8 Characters.
- The Mobile Number should be verified with the One Time Password (OTP) sent on the Registered Mobile Number.
- After **Successful Registration**, an alert with username and password will be visible to you.

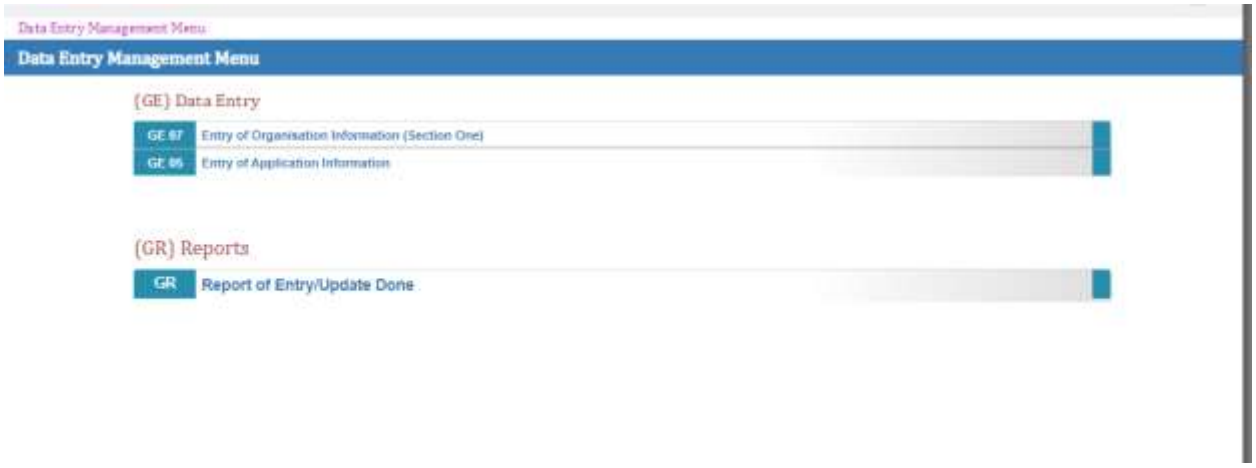


- Click on **Login** button.



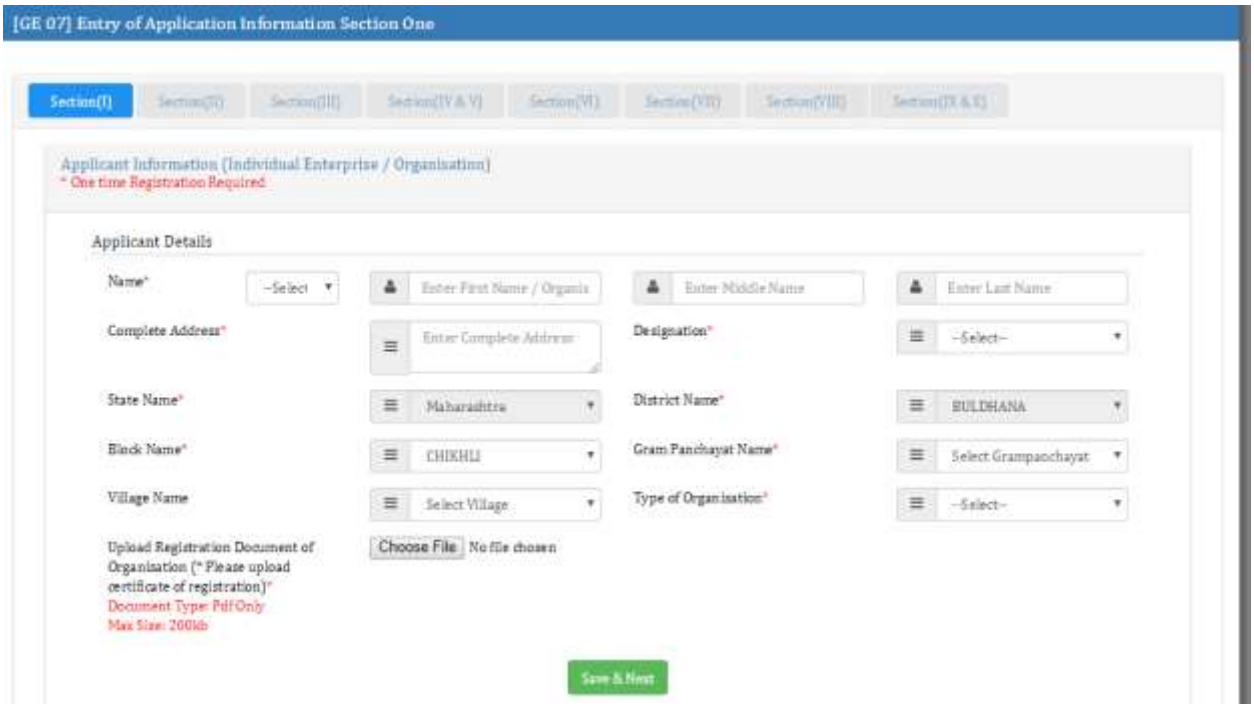
- Enter your **User Name, Password** and **Captcha** in Login page and click on button **Log In**.

- On successful validation of user name and password "**Data Entry Management Menu**" page will open.



2.1 Entry of Organisation Information (GE 07)

- After successful login, Select module from menu **(A) Data Entry >>GE 07: Entry of Organisation Information. This is One Time Registration.**
- Complete the required details related to **Implementing Agency** in **Section I**.
- Provide all the information: Name, Complete Address, Designation, ***State and District Name would be same as input at the time of registration***, Type of organization (Gram Panchayat, Self Help Groups, Bulk waste Generator, Entrepreneur).
- Upload Registration Document of the Organization (The document should be PDF and the size should not exceed 200KB).
- Click on "**Submit**" button. A message will be displayed on successful entry.

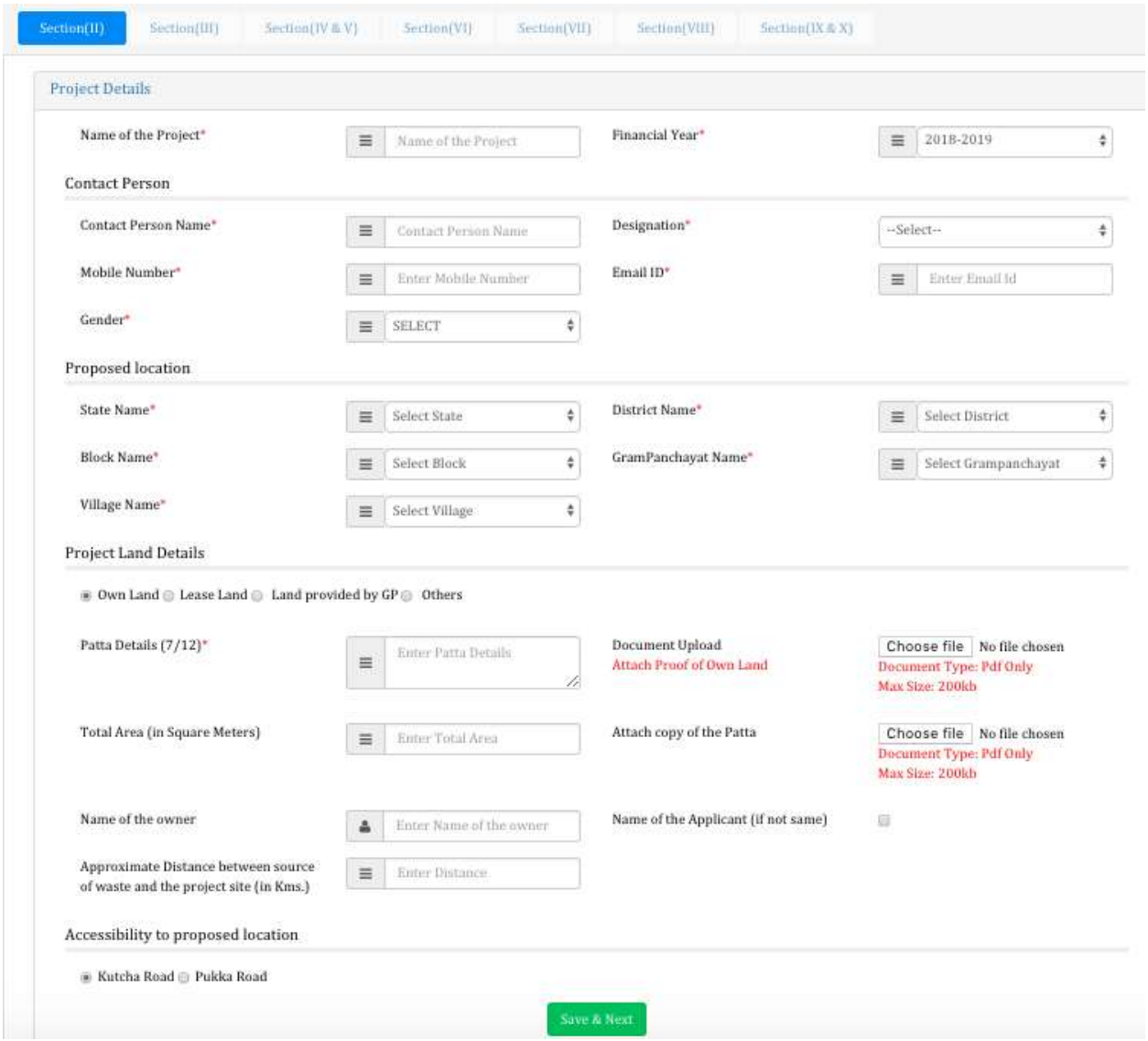


2.2 Entry of Application Information (GE 05)

- After completion of Section 1 (GE 07), Select module from menu **(A) Data Entry >>GE 05: Entry of Application Information.**
- It is divided into different Sections. The applicant must give all the information to Submit the Application.

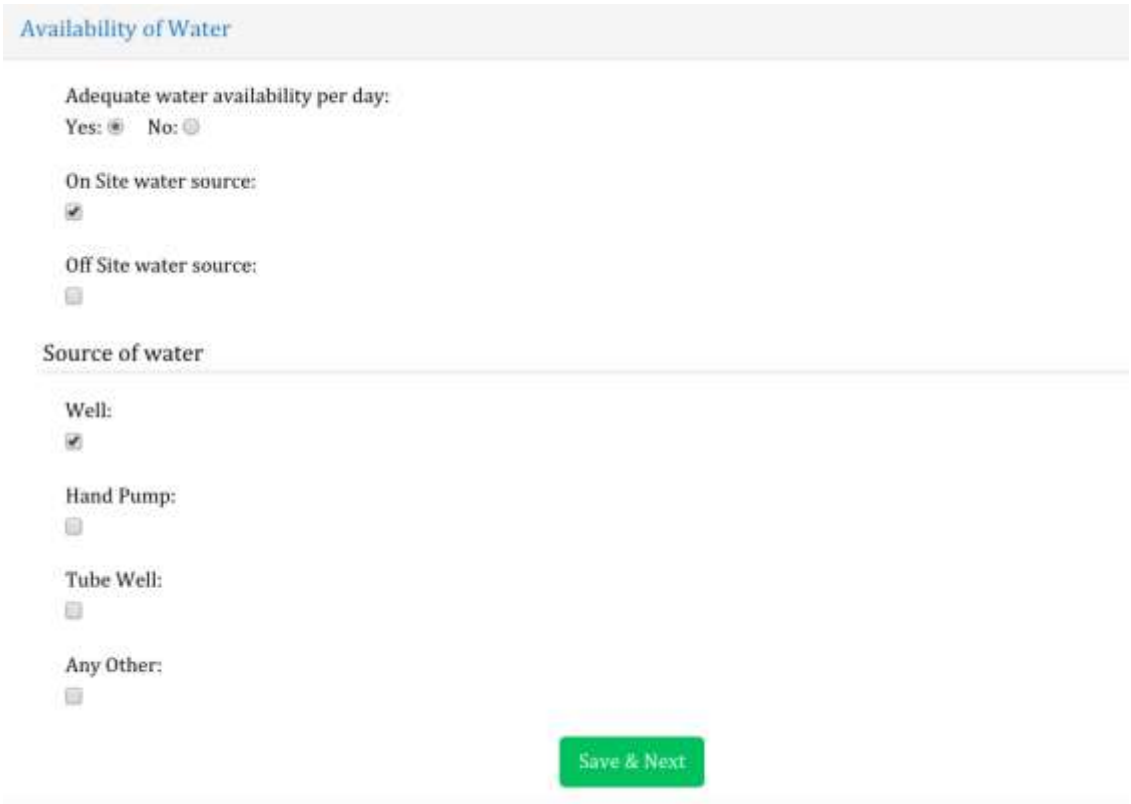
2.2.1 Section 2

- The Applicant needs to give the details about Contact Person, Proposed Location, Project Land Details and Accessibility to proposed location.
- The applicant needs to provide the following information: Name of the Project, Select the Financial Year, the Contact Details, the Details about the Proposed Location (State Name, District Name, Block Name, GP Name and Village Name), Project Land Details (Whether it is Own Land or on lease or provided by the GP or any other Source, Patta Details, Name of the owner) and Accessibility to proposed location (whether its Kutcha Road or Pukka Road).
- Attach all the relevant documents of the ownership of land and Patta Details.
- Please note all the documents to be uploaded should be in PDF format and the size should not exceed 200KB.



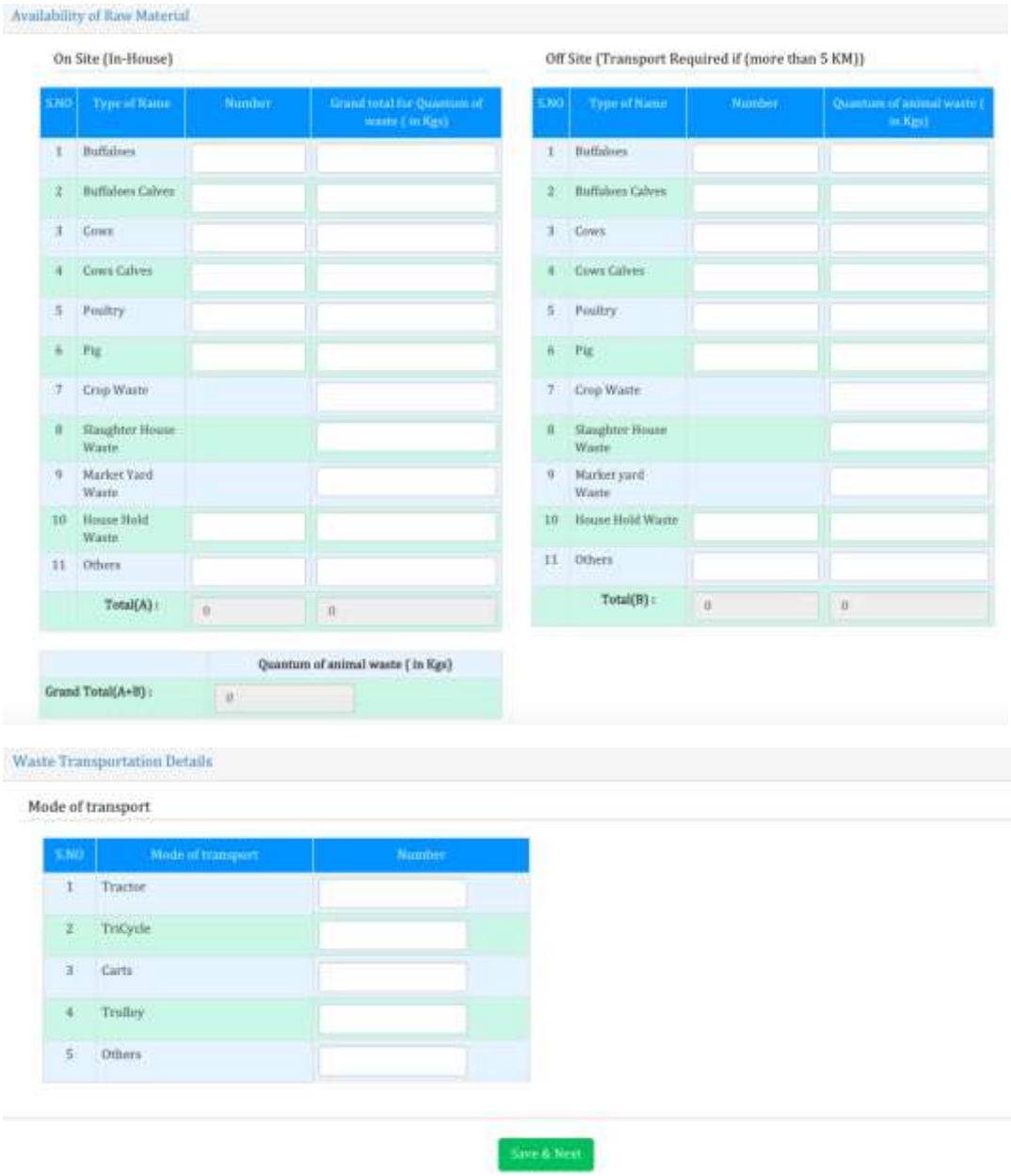
2.2.2 Section 3

- Provide details about availability of Water.
- The applicant needs to give the following information: Whether adequate water is available or not, whether water is available on the site of the project or off site.
- The source of water needs to be selected (Multiple sources can also be selected). Source of water could be Well, Hand Pump, Tube well or any other source.



2.2.3 Section 4 & 5

- Applicant needs to give input about availability of Raw Material &Waste Transportation Details.
- If the raw material is available on Site or offsite (the details of raw material which includes the number (in case of animals) and quantity of waste used as raw material), mode of transportation of raw material (includes number of Tractor, Tricycle, Carts, Trolley or any other source of transportation of waste).



Availability of Raw Material

On Site (In-House)

S.NO	Type of Name	Number	Grand total for Quantum of waste (in Kgs)
1	Buffaloes		
2	Buffaloes Calves		
3	Cows		
4	Cows Calves		
5	Poultry		
6	Pig		
7	Crop Waste		
8	Slaughter House Waste		
9	Market Yard Waste		
10	House Hold Waste		
11	Others		
	Total(A) :	0	0

Off Site (Transport Required if (more than 5 KM))

S.NO	Type of Name	Number	Quantum of animal waste (in Kgs)
1	Buffaloes		
2	Buffaloes Calves		
3	Cows		
4	Cows Calves		
5	Poultry		
6	Pig		
7	Crop Waste		
8	Slaughter House Waste		
9	Market yard Waste		
10	House Hold Waste		
11	Others		
	Total(B) :	0	0

	Quantum of animal waste (in Kgs)
Grand Total(A+B) :	0

Waste Transportation Details

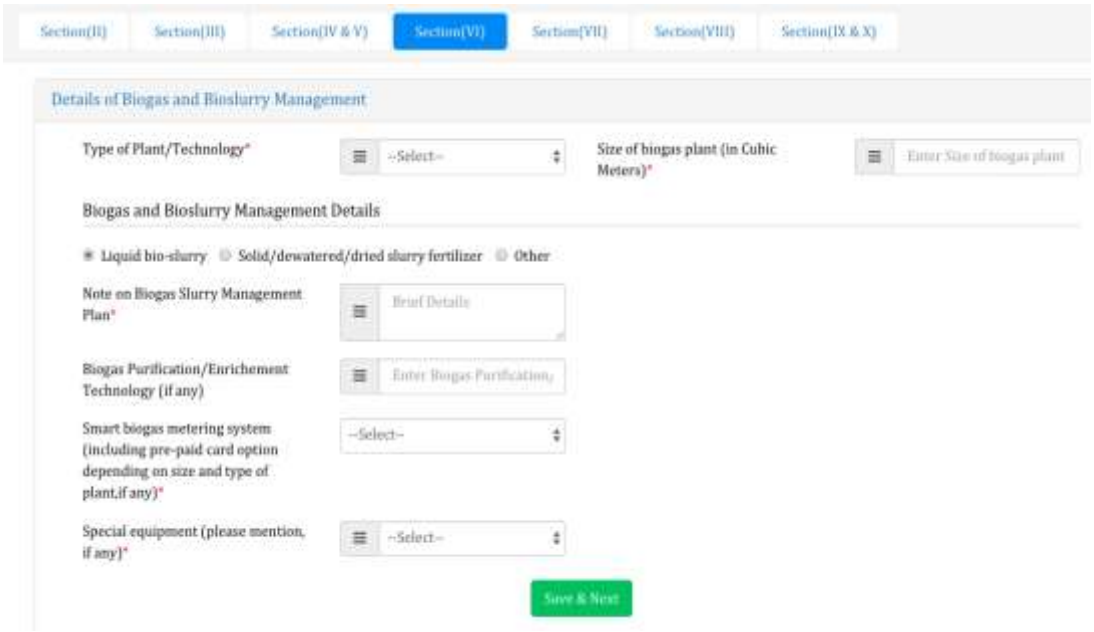
Mode of transport

S.NO	Mode of transport	Number
1	Tractor	
2	TriCycle	
3	Carts	
4	Trolley	
5	Others	

Save & Next

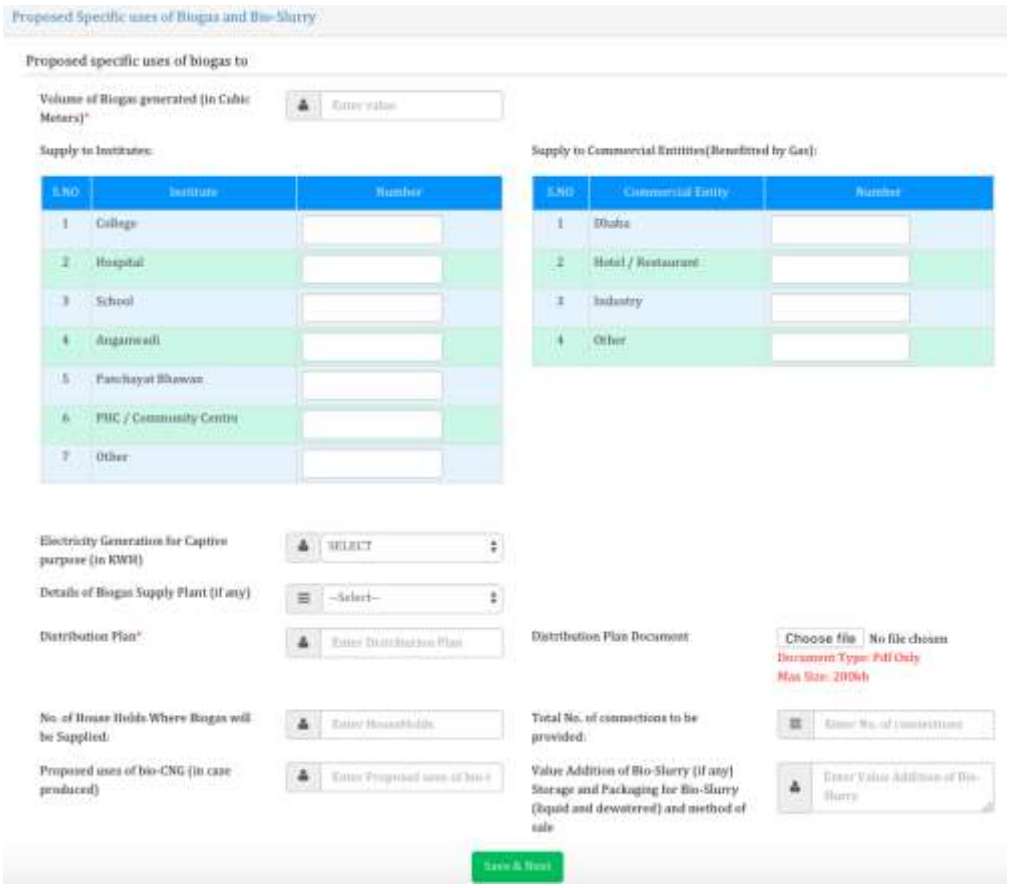
2.2.4 Section6

- The Applicant needs to give input on Details of Biogas and Bio slurry Management.
- Give input on the following information: Type of Plant/Technology (Fixed Dome Biogas Plant, Floating Dome, Prefabricated Model, Bag type Model or any other type of plant), Size of biogas plant (in Cubic Meters), whether the output from plants is liquid, solid or any other.
- A small note on Biogas Slurry Management, Biogas Purification/Enrichment Technology (if any), whether there is any Smart biogas metering system and Select if any Special Equipment is used in the Plant.



2.2.5 Section 7

- The Applicant needs to give details of proposed specific uses of Biogas and Bio-Slurry.
- provide the following information: Volume of Biogas generated, If Biogas is Supplied to Institutes or Commercial Entities and their details, Whether electricity is generated for captive purpose (if yes then Quantum of electricity proposed to be generated and hours of use), Select the details of biogas supply plant,
- A short note on distribution plan and upload the document if any, Number of Households where biogas will be supplied,
- In case Bio-CNG is produced then the proposed use, Details about any addition to Bio-slurry.



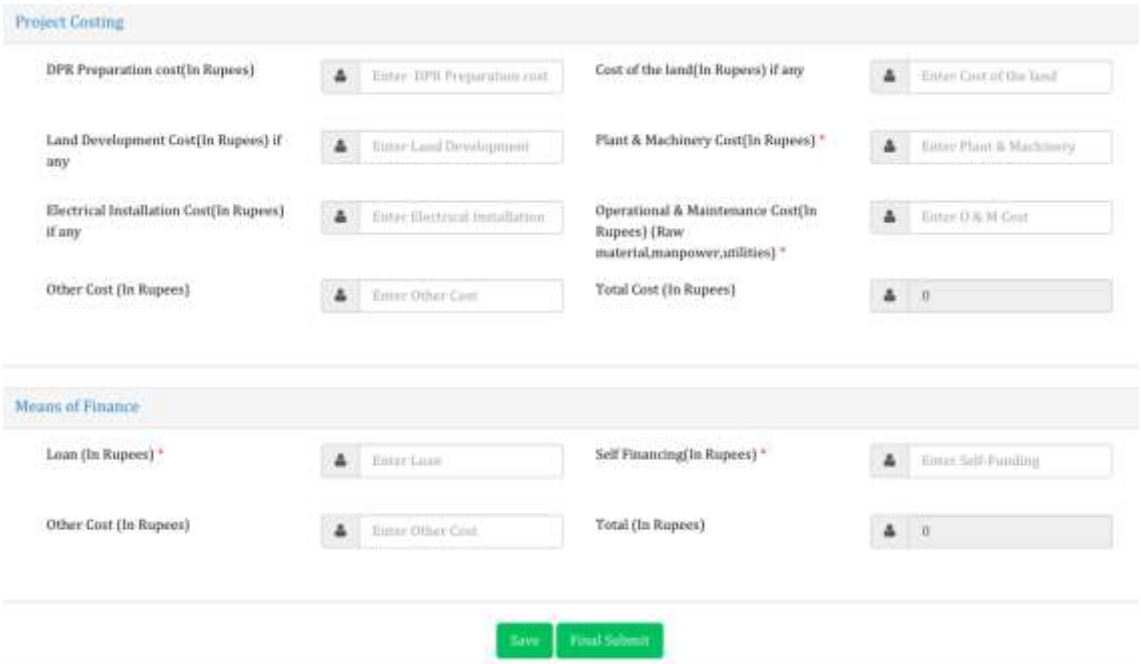
2.2.6 Section 8

- The Applicant needs to select the **Technical Agency** Chosen for the Project empaneled by the State.
- Only one agency can be selected against each application.

2.2.7 Section 9 & 10

- The Applicant needs to give information about Project Costing & Means of Finance.

- The applicant needs to provide the following information: The different Project cost like DPR Preparation cost, Cost of the land (if any), Land Development Cost, Plant & Machinery Cost, Electrical Installation Cost, Operational & Maintenance Cost and any other Cost.
- The applicant needs to provide information about the means of finance (the amount of Self Finance or Loan or any other source).



2.3 Track the Application by User

- Select **Details of Application Tracker for User [ER04]**
- Using the Application Tracker for User, applicant can Track multiple application, status of all the application (whether submitted, incomplete or approval is pending at what stage).
- By clicking the view option an applicant can view the application.
- By clicking on **View Comment** and applicant can view the comments given by different levels of approving authority.
- An incomplete application can be completed by clicking the **Incomplete** Button.
- **Reference** is used to access all the documents uploaded with the application.