

Government of Himachal Pradesh
Department of Health and Family Welfare

**Guidelines Regarding
Village Health, Sanitation and
Nutrition Committees**

(May, 2010)

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Issued by :

**National Rural Health Mission
Himachal Pradesh**

Guidelines Regarding Constitution of Village Health, Sanitation and Nutrition Committees and Utilization of Grants to These Committees

1. Composition of the Village Health, Sanitation and Nutrition Committee :

A Village Health, Sanitation and Nutrition Committee will be constituted in every Gram Panchayat level in the State and will be constituted by the concerned Block Development Officer in consultation with Block Medical Officer. Composition will be as under :-

- | | | |
|----|--|------------------|
| 1 | Up Pradhan, Gram Panchayat | President |
| 2 | Female Health Worker | Member Secretary |
| 3 | All AWW's working in G.P. | |
| 4 | One School Teacher (Primary) | |
| 5 | One nominated Mahila Mandal Representative | |
| 6 | One nominated Yuva Mandal Representative | |
| 7 | One nominated IPH Field Staff | |
| 8 | All Female Panch | |
| 9 | One Nominated Woman (S.C.) | |
| 10 | One Nominated Representative (S.T.) | |
| 11 | One Nominated Representative (O.B.C.) | |
| 12 | One nominated B.P.L. Representative | |
| 13 | One nominated Female Representative from a Self Help Group | |

Following should also be ensured while constituting a Village Health, Sanitation and Nutrition Committee:-

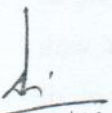
- Committee of the above mentioned categories should be constituted in such a way that at least 50% of the members of VHSNC are female.
It is mandatory for the Committee to have one member each from S.C., S.T., O.B.C. and BPL categories, if available.
- Every ward of the G.P. should be represented in the Committee.
- Tenure of the Committee will be for One year.

2. Orientation and Training :

Every Village Health, Sanitation and Nutrition Committee after being duly constituted by the State Government needs to be oriented and trained by the NRHM and Panchayati Raj and Rural Development Department to carry out the activities expected of them.


3. Village Health, Sanitation and Nutrition Committee Fund

- a) A sum of Rs. 10,000/-per annum to the VHSNC will be provided by the NRHM through Department of Rural Development and Panchayati Raj. This amount will form part of Gram Panchayat Nidhi.
- b) For making expenditure from this amount, an Annual Working Plan and a Micro Health Plan has to be made by the VHSNC which has to be approved by the Gram Sabha. Gram Sabha shall also monitor the physical progress or expenditure incurred under the scheme.
- c) For making an emergent expenditure not approved in annual work plan, approval of the Gram Panchayat has to be taken which subsequently is to be got approved by the Gram Sabha.
- d) This fund will be operated with the Joint signature of Up-Pradhan (President of the VHSNC) and FHW (Member Secretary of the VHSNC).
- e) In case there is no FHW in the G.P., Block Medical Officer can nominate either a MHW of that Sub-Centre as a co-signatory or a FHW or MHW of a Sub Centre located in adjoining Gram Panchayat as a co-signatory.
- f) Anganwari Worker (Link Worker) can be nominated as a Member Secretary of the Village Health, Sanitation and Nutrition Committee by the BMO in consultation with BDO and CDPO in those Gram Panchayats where there is no Sub Centre and the adjoining Gram Panchayat Sub Centre is without a Female Health Worker or a Male Health Worker.
- g) VHSNC Member Secretary shall maintain a register of funds received and expenditure incurred.
- h) This register shall be available for Public Scrutiny and shall be inspected from time to time by the officers of Health / Panchayati Raj and Rural Development / Women and Child Development Departments.
- i) The record pertaining to VHSNC funds receipt and expenditure shall be retained for a period of three years or till audited whichever is later.


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4. Activities for which Village Health, Sanitation and Nutrition Fund could be utilised :-

- i) For any village level public health activity like cleanliness drive, sanitation drive, school health activities, child care activities, pregnant and lactating mothers care activities, family planning activities, promotion of girl child activities and HIV/AIDS awareness activities.
 - ii) In extraordinary case of destitute women or very poor household, the Village Health, Sanitation and Nutrition Committee grants could even be used for health care need of the poor household.
 - iii) The grant is a resource for community action at the local level and shall only be used for community activities that involve the benefit for more than one household. Nutrition awareness and Sanitation, Environmental Protection, Public Health Measures shall be the key areas where these funds could be utilized.
 - iv) To create awareness about nutritional issues and significance of nutrition as an important determinant of health.
 - v) To carry-out survey on nutritional status and nutritional deficiencies in the village specially among women and children.
 - vi) To identify locally available food stuffs of high nutrient values well as disseminate and promote best practices (traditional wisdom) congruent with local culture, capabilities and physical environment through a process of community consultation.
- For the inclusion of Nutritional needs in the Village Health Plan – The committee will do an in-depth analysis of causes of malnutrition in the community and household levels, by involving the FHW, AWW and ICDS Supervisors.
- viii) For Monitoring and Supervision of Village Health and Nutrition Day to ensure that it is organized every month in the village with the active participation of the whole village.
 - ix) To facilitate early detection of malnourished children in the community, take up referral to the nearest Nutritional rehabilitation Centre (NRC) as well as follow up for sustained outcome.


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- x) To supervise the functioning of Anganwadi Centre (AWC) in the village and facilitate its working in improving nutritional status of women and children.
- xi) For the celebration of Kishori Diwas under Rajiv Gandhi Scheme for Empowerment of Adolescent Girls (SABLA) @ ₹ 500/- per camp per panchayat / cluster (two in a year).
- xii) To create awareness in the Gram Panchayat about various State Health Schemes / Guaranties particularly **Janani Suraksha Yojna (JSY)**, **Rashtriya Swasthya Bima Yojna (RSBY)**, **Matri Shishu Suraksha Yojna (MSSY)**.
- xiii) To ensure the reporting and registration of all the vital health events occurring in the Gram Panchayat like Births, Deaths (including maternal, infants) with local Birth and Death registrar i.e. Secretary, Gram Panchayat.
- xiv) For organizing Village Health, Sanitation and Nutrition Committee (VHSNC) meetings.
- xv) For the maintenance of VHSNC records.
- xvi) Every village is free to contribute additional grant towards the Village Health, Sanitation and Nutrition Committee. In villages where the community contributes financial resources to the Village Health, Sanitation and Nutrition Committee, additional incentive and financial assistance to the village could be explored. The intention of this grant is to enable local action and to ensure that Public Health activities at the village level receive priority attention.

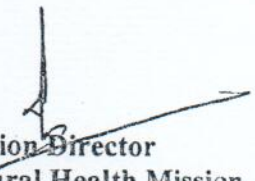
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5. Accountability

1. Every Village Health, Sanitation and Nutrition Committees needs to maintain updated Household Survey Data and enable need based interventions and a copy of this should be made available to FHW and AWW.
2. The District Health Mission in its meeting also through its members / block facilitators elicit information on the functioning of the VHSNC.
3. A data base may be maintained on VHSNC by the DPMUs.

6. For any clarification contact may be made with :-

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