

Organization Profile

Name: पानी वातावरण र जीवन संस्था
WATER ENVIRONMENT AND LIFE ORGANIZATION (WEL)

Address:

Registered Office: Satdobato, Lalitpur, Bagmati Province, Nepal
E-mail: admin@wel.org.np
Website: <https://www.wel.org.np>

Regional Office: 33/2, Munalpath, Biratnagar, Morang, Province-1, Nepal
Phone: 021-523797
Email: welnepal1997@gmail.com

Legal Status: Registered in District Administration Office, Lalitpur and Affiliation with Social Welfare Council, Kathmandu.

Registration Number: GoN Reg. No. 837/2054/55
SWC Affiliation No. 6790

Registration Date: 17 Sept. 1997

PAN/VAT No.: 301386762

Day Time Contact Details:

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INTRODUCTION OF WEL:

Water Environment and Life Organisation (WEL) is a Non-Governmental Organisation (NGO) registered with the Government of Nepal. It was registered with District Administration Office Lalitpur on September 17, 1997, under the NGO registration act 1977. Its registration number is 837-054/055 and is also affiliated with the Social Welfare Council, its reference number is 6790. **WEL has got approval from the Morang and Sunsari district of Province-1 & the Saptari District Administration Office of Province-2 to work in those districts as a district base local organisation.** WEL is a non-profit organisation focusing on Water, Sanitation and Hygiene (WASH)/Total Sanitation and other community development activities.

The organisation's membership comprises professional personnel working in engineering,

WASH, community development, social mobilization, and other development activities.

VISION:

WEL always believes in the saying that "Development is a dynamic process". Every activity executed in the process of development work should be made sustainable & resilient; especially giving focus to future generations, so that even they can benefit from the present development activities. Priority should be given to locally initiated community-based development programmes and the utilization of local resources and indigenous technology is the best and most effective way to achieve the set goal.

MISSION:

The main mission of WEL is to carry out research, development works and implement various development programs linked with DRR/DRM to provide improved WASH, a healthier environment

and better health not only for the present generation but also for future generations.

OBJECTIVES:

To carry out the above-mentioned mission, WEL has the following objectives:

- To raise awareness of environmental pollution, its effects and solution to environmental problems.
- To raise awareness of WASH and give information about various communicable diseases and the way to mitigate those diseases.
- Conduct study and research on Water Supply and Sanitation, Water Quality Monitoring, Wastewater, Solid Waste, Bioengineering and Environment and its associated adverse effects.
- To supply technical support for the conservation of water sources and give knowledge to protect water sources.
- To raise awareness of sustainable development programs.
- To conduct training related to the construction of various infrastructures.
- To conduct various programs to reduce gender inequality.
- To work in partnership with various national and international organizations with the same aims.

SCOPE OF WORK & GEOGRAPHICAL AREA COVERAGE

Water Environment and Life Organisation (WEL) is a national-level non-governmental professional organization established by a group of experts related to the environment, water and sanitation, health, and other social activities to work in the field of community development. WEL is constituted to implement various development programs prioritising community participation and raising awareness on different matters for capacity building among the local people.

From the beginning, WEL established itself as a recognized institution for providing technical support, monitoring and construction supervision of physical infrastructures and related software activities (training, orientation, etc.) in various development works related to WASH, environment protection, bioengineering, health education and community level infrastructure development activities not only in normal time but also in the emergency period. WEL has also recognized itself in conducting research operations in different techniques as well as social fields. Previously WEL had focused on implementing its development activities only in Provinces 1 & 2, but now has

begun to extend its program nationwide. In this process, WEL has worked in partnership with many national and international organizations as well as UN agencies such as UNICEF, UNDP/UN OCHA, WVIN, Oxfam, RPMO/ADB, DWSS, WSSDO, ENPHO, TEAM-NEPAL, SEAM-N, RWSSFDB and many more.

FINANCIAL MANAGEMENT & CONTROL ARRANGEMENT

WEL carries out its financial transactions, according to its constitution and ensures an audit of the programme/financial documents according to the existing organizational policies and guidelines and instructions from the Executive Management Committee.

MANAGEMENT SYSTEM

A management team led by the Executive Director has been fully responsible for the management of the whole organization and its programme. WEL has qualified and experienced human resources to carry out any programs and can also hire professionals and expertise as required for the short term. There are three permanent staff: One Executive Director, One Finance/Admin Officer and one Office Assistant for the organisation's continued operation even if it has no programme.

EXISTENCE OF TRANSPARENCY

The WEL is a fully transparent, non-government organization. According to its constitution, WEL organizes a General Assembly (GA) annually where all board/general members actively participate and endorse the decisions made by the Executive Committee (Board) Meetings, which is generally held every month and it also selects the registered Auditing Firm/individual for yearly financial auditing. The General Assembly also democratically elects its Management Committee Members every two years. The General Assembly elects a Management Committee consisting of nine elected members. The elected members elect the Chairperson, the Vice-chairperson, the General Secretary, and the Treasurer. The Management Committee, under the guidance of the chairperson, monitors the WEL programs and provides policy-level guidance.

EXPERIENCES

WEL is a pool where experienced WASH, environmental, socioeconomic and community development experts are working together, so WEL feels that the working experience of the team is the experience of the organization. Experiences, which WEL has gained from the beginning of its establishment are given in Annex-1.

HUMAN RESOURCES

The list of human resources available in the organisation is given in Annex-2

MEMBER OF GOVERNING BOARD & DESIGNATIONS

SN	Name	Designation
1	Mr. Padam Prasad Pokharel	Chairperson
2	Ms. Bhawana Shrestha	Vice- Chairperson
3	Ms. Minu Shree Shrestha	Treasurer
4	Mr. Bindeshwor Lal Das	Secretary
5	Mr. Khem Nepali	Member
6	Ms. Rama Subedi	Member
7	Mr. Bishnu Bahadur Katuwal	Member
8	Mr. Gopal Gautam	Member
9	Mr. Ghanashyam Koirala	Member

PHYSICAL FACILITIES

The list of human resources available in the organisation is given in Annex-2

ORGANISATIONAL MANAGEMENT

General members are the basic units of WEL. The general assembly selects the members of the executive board, and the board is fully responsible for the organization and its management. The management structure of WEL is given in Annex-4.

MAJOR DONOR AGENCIES:

S. No.	Agencies	S. No.	Agencies
1	Government of Nepal	2	UNICEF Nepal
3	Biratnagar Metropolitan City	4	Oxfam GB Nepal
5	USAID/ARD	6	World Vision International Nepal (WVIN)
7	UNDP/UN-OCHA	8	SEAM-N
9	UN-Habitat/GSF		

Annex-1: WEL's Experience

List of major projects implemented by WEL

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
1	Construction of Handwashing Station Facilities in Immunization Sites in 11 districts of 7 Province of Nepal	Morang, Sunsari, Dhanusha, Bhaktapur, Lalaitpur, Kathmandu, Kavreplanchowk, Kaski, Rupandehi, Jumla & Kailali	1000 immunization sites in 11 districts	35,172,109 (Excl. VAT)	UNICEF	Verification of Immunization Sites, Central Level Orientation District Level Orientation Construction of Hand Washing Facilities O&M Training to Focal Person/Office Assistant	05-Jul-22	31-Mar-2023	13
2	WASH in Institution Programme (ASHWA II)	Rautahat, Bara & Parsa	Yamuna Mai, Ishnath, Durgabhagawati, Rajdevi, Kolvi, Aadarsha Kotwal, Mahagadimai, Kalaiya, Jeetpur Simara, Simrongadh, Dhobini, Parsagadhi, Pokhariya, Jagarnathpur, Birgunj & Bashantapur.	15,207,700	UNICEF	Construction, Repair & Maintenance of WASH facilities in schools & HCF Conduct software (training/orientation) activities. Coordination, Monitoring & Documentation. Target to upgrade a minimum of 10 schools to 3-star standard	11-Feb-20	31-Dec-21	8
3	COVID-19 Preparedness & Response Programme	Morang, Sunsari, Udayapur,	Biratnagar, Dharan, Belaka, Dhankuta & Damak	2,446,550	UNICEF	WASH Support to COVID Isolation centre & Hospitals	25-Aug-20	24-Nov-20	4

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
		Dhankuta & Jhapa							
4	Post ODF Support Programme (Total Sanitation)	Saptari	Mahadewa & Agnisair Krishrawan Rural Municipality and Surunga Municipality	83,59,775	GSF/UN-Habitat	Institutionalization of total sanitation, formulation of WASH Plan, sector coordination, capacity building, campaign, development of sanitation model community & school, support to district & RM/M level WASH CCs to develop monitoring checklist, monitoring mechanism, etc. Collection of WASH information of 4*3=12 wards in blanket coverage (about 9,000 hhs)	5-Jun-19	4-Jun-20	20
5	Flood Affected Community Have Access to Safe Water, Improved Sanitation and Hygiene	Sunsari	Then Haripur, Laukahi, Bhokraha VDCs and Duhabi Municipality	3,045,000	UNICEF	Maintenance & Repair of HH toilets, Maintenance & Repair of Tube Well & Platform Knowledge Development on Hygiene Behavior and Distribution of Hygiene and Cleaning Materials	Oct. 2017	Feb. 2018	7
6	(Follow up of) Open Defecation Free Campaign in Saptari District	Saptari	VDC: 30 & School: 99	31,123,000	UN-Habitat	Sectoral coordination and planning activities like coordination with VDC, W/V/D-WASH-CC, Capacity development of various stakeholders, social mobilization, ODF Campaigning activities and ODF declaration of VDCs	Apr. 2014	Mar. 2018	19
7	Orientation & Capacity Building on Total Sanitation & Behaviour Change and ODF Campaign	Sunsari	Orientation and capacity building: 35 VDCs; ODF Campaign: 10 VDCs	19,480,625	UN-Habitat	Capacity building training /orientation for school, community and local stakeholders on Total Sanitation and Behavioural Change (stakeholders: D-WASH V-WASH-CC, Community, school /teacher and child	Jun. 2012	Apr. 2016	18

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
						clubs, Headmaster/ SMC/PTA, school RP, FCHV/MCHV, Moulubi, Purohit and Dhami/Jhankri, civil society and social mobilizer) School catchment and 10 VDC ODF declaration			
8	Second Small-Town Water Supply and Sanitation Sector Project	Sunsari	Duhabi Mun	5,107,200	DWSS/ADB	Social Mobilization, Resettlement, Awareness & Training related to WatSan, Drainage & Solid Waste Management, GESI, etc. Baseline survey to collect information of toilet & water facilities among the beneficiaries (Blanket survey of 3500 hhs)	Jan. 2011	Sep. 2016	12
9	Morang WASH Project	Morang	Baijanathpur, Lakhantari, Jhorahat, Bhaudaha, Shisawani Badhahara, Dangraha, Haraincha	29,900,000	World Vision International Nepal (WVIN)	Capacity building training/orientation for school, community, and local stakeholders to improve their sanitation status water supply/infrastructure development support for community and local institutions	Aug. 2011	Sep. 2016	4
10	Technical Backstopping and Monitoring Support for Emergency Response Programme in Schools Affected by EQ in 2011	Panchthar, Ilam, Dhankuta, Terhathum, Sankhuwasabha, Taplejung and Bhojpur	EQ-11 Affected Schools	1,356,750	UNICEF	Provided technical backstopping support to the district-level and school-level stakeholders to construct TLCs in EQ-11-affected schools of the Eastern Region of Nepal.	Nov. 2011	Dec. 2011	14
11	Study on the promotion of Scrap Traders in Biratnagar	Morang	Biratnagar Sub-Metro City	148,000	Biratnagar Metro City	Baseline Survey, Data Analysis, Design and Estimate of infrastructures, Report preparation	Dec. 2010	Feb. 2011	3

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
12	Technical Backstopping and Monitoring Support for Implementation of WASH Promotional Activities	Panchthar, Sunsari, Saptari, & Udayapur	All CAP VDCs in Panchthar, Sunsari, Saptari & Udayapur	1,350,796	UNICEF	Implement WASH programme through SSHE/SLTS/CLTS approach, Supervision & Monitoring of WASH promotional activities, Design & estimate of CGDE friendly and gender sensitive toilets/urinals. Assist with community ODF intervention; Survey, design, estimate and construction supervision of CBWSS schemes, etc. (Sample size: 25% of total household in each project)	May. 2010	Oct. 2010	8
13	Update Integrated Solid Waste Management Study Report of Biratnagar Sub-Metropolitan City	Morang	Biratnagar Sub-Metropolitan City	160,000	PPP/UE, Biratnagar Metropolitan City	Updated waste data by the composition of waste and by waste generation in wards and localities. Prepared inventory of Kawadi (Scraps) traders. Conduct a one-day interaction programme for Scrap traders and re-cycling industry owners. Prepare a final report and submitted to BSMC	Feb. 2010	June. 2010	4
14	Technical Backstopping Support	Panchthar, Sunsari, Saptari, Udayapur & Morang	All CAP VDCs in Panchthar, Sunsari, Saptari & Udayapur & 2 Non-CAP VDCs in Morang District	2,132,828	UNICEF	Implement WASH programme through SSHE/SLTS/CLTS approach, Supervision & Monitoring of WASH promotional activities, Design & estimate of CGDE friendly and gender sensitive toilets/urinals. Assist to community ODF intervention; Survey, design, estimate and construction supervision of CBWSS schemes, etc.	Aug. 2009	Mar. 2010	8
15	Nepal Government Citizen Partnership Project (NGCPP)	Morang	Dainiya, Thalaha, Siswani Badahara, Hatimuda, Boudaha	6,082,800	USAID	Social Mobilization for Community Development, Technical support for Construction work at the VDC level, Community Mobilization for contribution	Nov, 2009	Nov, 2010	17

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
						and participation in Infrastructure development Work, and Training to unskilled and semi-skilled labourers.			
16	Flood Relief Support	Jhapa	Tanganduwa, Kumarkhod	1,575,896	UNICEF	Installation of WASH and Educational facilities, distribution of NFI relief support and WASH promotional activities	Aug. 2009	Aug. 2009	9
17	Training on Hygiene Promotion	Morang	Biratnagar Sub-metro Area	75,000	Biratnagar Metro City	Training on WASH to Dalit, Janajati, Marginal Groups, etc.	Apr. 2009	Jun. 2009	2
18	WASH Humanitarian Capacity Improvement Programme	Sunsari	Flood affective 10 VDCs	1,093,700	Oxfam GB Nepal	Preparation of contingencies plan, Conduct training on health & hygiene. Support to DDRC to conduct MIRA training and learning from the Koshi Flood Response Programme , Prepare options of WASH facilities suitable for emergencies like flood	May. 2009	Dec. 2009	6
19	Installation of Hand Pumps	Sunsari	Koshi Flood Affected VDCs	119,000	WVI Nepal	Installation of Hand Pumps in Temporary Learning Centres constructed at the camps residing Koshi flood-affected people	Jan. 2009	Feb. 2009	2
20	Koshi Flood Relief Support	Sunsari	IDP camps & flood affected 10 VDCs	15,204,646	UNICEF	Installation, repair & maintenance of WASH facilities, distribution of NFI relief materials, WASH awareness campaign & training, solid waste management and WASH promotional activities	Sep. 2008	Apr. 2009	22
21	Emergency Cash Grant	Sunsari	Koshi Flood Affected VDCs	1,267,000	UNDP/UN OCHA	Distribution of WASH Relief Materials for Koshi flood-affected people	Dec. 2008	Jan. 2009	6
22	Updating of Environmental Profile & Participatory	Sunsari & Morang	Industrial corridor of Morang & Sunsari	525,000	SEAM-N	Carryout the industrial environmental survey, Data analysis and prepared the report (Blanket survey of industries	Oct. 2007	Mar. 2008	9

S.N	Name of the Project	Address		Agreed Budget	Supporting Organization	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
	Preparation of Environmental Plan					operating along the Biratnagar-Dharan industrial corridor)			
23	Technical Backstopping Support	Panchthar, Sunsari, Saptari, Udayapur, Kaski & Kapilvastu	CAP VDCs	3,366,830	UNICEF	Implement WASH programme through SSHE/SLTS/CLTS approach, Supervision & Monitoring of WASH promotional activities, Design & estimate of CGDE friendly and gender sensitive toilets/urinals. Assist with community ODF intervention; Survey, design, estimate and construction supervision of CBWSS schemes, etc.	Jan. 2006	Dec. 2008	8
24	Survey, Design and Estimate of Overhead water supply system	Morang	Jhorahat, Biratnagar, Tankisinwari, Itahara, Karsiya	310,000	WSSDO Morang	Detailed survey, design estimate, drawing and report preparation of 4 OHT water supply systems.	Nov, 2000	Apr, 2001	5
25	Preparation of Sanitation Status Report	14 District of Eastern Region	All	515,020	UNICEF/RWSP	The survey, data analysis and preparation of a status report	July 2000	Sep 2000	10
26	Impact survey of basic sanitation programme	Morang & Sunsari	All	211,500	UNICEF	The survey, data analysis and preparation of the impact report	Nov. 1998	Jan. 1999	5
27	Basic training on Sanitation & hygiene for NGO Supervisors	All 16 districts	NGOs	292,140	UNICEF	Conducted one month-long basic training	Dec. 1998	Feb. 1999	3

Annex-2: List of staff

SN	Name	Title	Gender	Ethnicity	Qualification	Experience (Yrs.)	Area of expertise
1	Sumitra Shrestha	Managing Director	Female	Newar	MA (Economics)	15	Management & Finance
2	Yagya Shrestha	Technical Advisor	Male	Newar	BE (Civil)	35	WASH, Emergency Response
3	Gehen Mahargen	WASH Expert	Male	Newar	MS (Civil)	12	WASH, Emergency Response
4	Himmat Maskey	WASH Promotion Officer	Male	Newar	PG	5	WASH
5	Rabin Pokharel	WASH Engineer	Male	Brahmin	BE (Civil)	5	WASH in Institution
6	Gita Thapa	Resource Person	Female	Chhetri	MA	11	WASH and Community Development
7	Chandeshwor Shrestha	Resource Person	Male	Newar	BA	9	WASH
8	Subas Shahi	WASH Technician	Male	Chhetri	+2	5	WASH
9	Satyaraj Suedi	WASH Technician	Male	Brahmin	Inter	>25	WASH
10	Dinesh Bhagat	WASH Technician	Male	Tharu	Inter	>12	WASH
11	Nandlal Shah	WASH Technician	Male	Madhesi	BA	3	WASH
12	Deepak Shrestha	WASH Technician	Male	Newar	+2	3	WASH
13	Gopal Giri	Office Assistant	Male	Sanyasi	SLC	20	

Annex-3: Physical Facilities & Annual Turnover

A. Physical Facilities available in WEL

1. Building:

- Rented flats (a. 1200 sft. carpet area with 24 hrs electric power supply and CCTV camera security system in Biratnagar.

2. Transportation/Vehicle:

- Motorcycle – Three

3. Computers:

- Desktop – 4 Sets
- Laptop – 5 Sets

4. Printer/Copier/Scanner:

- Brother Multifunction – 2 Sets
- Brother Multifunction – 2 Sets (WiFi Supported)
- HP Ink Tank Wireless - 1 Set

5. Communication:

- Phone line – 1 line.
- Internet with WiFi facility
- Email: admin@wel.org.np – official email.

6. Others:

- Power supply – 1,400 KVPS hybrid system with solar power in Biratnagar office and 800 KVPS
- Digital Camera – 2 sets
- Movie (Handycam) – 1 set
- GPS Machine – 1 set
- Multimedia Projector – 2 sets
- Generator – 2 sets,
- Altimeter – 2 sets,
- Chlorine meter-6 sets,
- FM Radio-6 sets,
- Furniture-sufficient quantities.

B. Annual Turnover of WEL

The last 5 Nepali Fiscal Years

S. No.	NFY	Turnover in NPR
01	2075/076	1,575,233.00
02	2076/077	6,618,171.00
03	2077/078	14,892,434.69
04	2078/079	7,532,726.92
05	2079/080	35,285,665.83

Annex-4: Management Structure

