

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, Koshi Province, 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:	
Name:	Sumitra Shrestha
Post:	Executive Director
Phone No.	(O) 021-513797 (M) 9842030285
Email:	sumitra@wel.org.np

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 the District Administration Office in Lalitpur on September 17, 1997, under the NGO Registration Act of 1977. WEL's registration number is 837-054/055, and it is affiliated with the Social Welfare Council, reference number 6790.

WEL has received approval to operate as a district-based local NGO in the Morang and Sunsari districts of Koshi Province, as well as

the Saptari District of Madhesh Province. As a non-profit organization, WEL focuses on Water, Sanitation, and Hygiene (WASH), Total Sanitation, and other community development activities. The organization comprises professionals in engineering, WASH, community development, social mobilization, and other development sectors.

VISION:

WEL believes in the principle that "Development is a dynamic process." Every activity undertaken in development work

should be sustainable and resilient, with a focus on benefiting future generations. Priority is given to locally initiated, community-based development programs, utilizing local resources and indigenous technology for effective goal achievement.

MISSION:

WEL's primary mission is to conduct research, development work, and implement various development programs linked with Disaster Risk Reduction (DRR) and Disaster Risk Management (DRM). These efforts aim to provide improved WASH, a healthier environment, and better health for both present and future generations.

OBJECTIVES:

To achieve its mission, WEL has the following objectives:

1. Raise awareness about environmental pollution, its effects, and solutions.
2. Increase awareness of WASH and provide information on mitigating communicable diseases.
3. Conduct studies and research on water supply and sanitation, water quality monitoring, wastewater, solid waste, bioengineering, and environmental impacts.
4. Provide technical support for water source conservation and educate on protecting these sources.
5. Promote sustainable development programs.
6. Conduct training related to infrastructure construction.
7. Implement programs to reduce gender inequality.
8. Collaborate with national and international organizations with similar goals.

SCOPE OF WORK & GEOGRAPHICAL AREA COVERAGE

WEL is a national-level NGO founded by experts in environment, water and sanitation, health, and social activities, focusing on community development. The organization

prioritizes community participation and capacity building through awareness programs.

Since its inception, WEL has established itself as a reputable institution for providing technical support, monitoring, and construction supervision of physical infrastructure and related activities (training, orientation, etc.) in development projects related to WASH, environmental protection, bioengineering, health education, and community infrastructure. WEL operates both during normal times and emergencies. Initially focused on Provinces 1 and 2, WEL is expanding its programs nationwide and has partnered with numerous national and international organizations and UN agencies such as UNICEF, UNDP/UN OCHA, WVIN, Oxfam, RPMO/ADB, DWSS, WSSDO, ENPHO, TEAM-NEPAL, SEAM-N, RWSSFDB, and more.

FINANCIAL MANAGEMENT & CONTROL ARRANGEMENT

WEL conducts its financial transactions in accordance with its constitution and ensures audits of program and financial documents according to existing organizational policies and guidelines, as well as instructions from the Executive Management Committee.

MANAGEMENT SYSTEM

A management team led by the Executive Director oversees the organization and its programs. WEL has qualified and experienced human resources and can hire additional professionals as needed for short-term projects. The permanent staff includes an Executive Director, a Finance/Admin Officer, and an Office Assistant, ensuring the organization's continued operation even without active programs.

EXISTENCE OF TRANSPARENCY

WEL is a fully transparent NGO. According to its constitution, WEL holds an annual General

Assembly (GA) where all board and general members participate and endorse decisions made by the Executive Committee (Board). The Board meets monthly and selects a registered auditing firm or individual for yearly financial audits. The GA also democratically elects Management Committee members every two years, who in turn elect the Chairperson, Vice-chairperson, General Secretary, and Treasurer. The Management

Committee, under the chairperson's guidance, monitors WEL programs and provides policy-level guidance.

EXPERIENCES

WEL is composed of experienced professionals in WASH, environmental, socioeconomic, and community development fields. The organization's collective experience reflects the expertise of its team members, detailed 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 AND ANNUAL TURNOVER

The list of physical facilities available in the organisation and it's annual turnover is given in Annex-3

ORGANISATIONAL MANAGEMENT

General members form the foundational units of WEL. The General Assembly elects the members of the Executive Board, which holds full responsibility for the organization's management. The detailed management structure of WEL is provided 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, Kavreplancho wk, 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,	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

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	
			Parsagadhi, Pokhariya, Jagarnathpur, Birgunj & Bashantapur.						
3	COVID-19 Preparedness & Response Programme	Morang, Sunsari, Udayapur, Dhankuta & Jhapa	Biratnagar, Dharan, Belaka, Dhankuta & Damak	2,446,550	UNICEF	WASH Support to COVID Isolation centre & Hospitals	25-Aug-20	24-Nov-20	4
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

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	
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 clubs, Headmaster/SMC/PTA, school RP, FCHV/MCHV, Moulobi, Purohit and	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	
						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	Panchthar, Ilam, Dhankuta, Terhathum,	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	Nov. 2011	Dec. 2011	14

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	
	Emergency Response Programme in Schools Affected by EQ in 2011	Sankhuwasabha, Taplejung and Bhojpur				schools of the Eastern Region of Nepal.			
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
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

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	
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,	6,082,800	USAID	Social Mobilization for Community Development, Technical support for Construction work at the VDC level, Community Mobilization for	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	
			Boudaha			contribution 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	15,204,646	UNICEF	Installation, repair & maintenance of WASH facilities, distribution of	Sep. 2008	Apr. 2009	22

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	
			10 VDCs			NFI relief materials, WASH awareness campaign & training, solid waste management and WASH promotional activities			
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 Preparation of Environmental Plan	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 operating along the Biratnagar-Dharan industrial corridor)	Oct. 2007	Mar. 2008	9
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,	Jan. 2006	Dec. 2008	8

S. N	Name of the Project	Address		Agreed Budget	Supporting Organizati on	Types of Services Provided by the Organization	Project Period		Number of Staffs
		District	RMun/Mun (Then VDC/Mun)	(NPR)			Start Date	End Date	
						etc.			
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/R WSP	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

