

Well Maintenance Plan

- **Committee:** A committee of 5-7 members will be responsible for the maintenance of the well. The community will elect the committee and will meet regularly to discuss maintenance needs.
- **Funding:** The committee will collect a small periodic amount from the villagers to fund maintenance. The amount of the fee will be determined by the committee, but it should be affordable for everyone. The fee should be collected on a monthly or quarterly basis.
- **Maintenance:** The committee will be responsible for carrying out the following maintenance tasks:
 - Weekly inspection of the well and pump
 - Monthly cleaning of the well and pump
 - Quarterly lubrication of the pump
 - Annual inspection and repair of the well and pump
- **Disinfection:** The well will be disinfected every 6 months. This will help to prevent the spread of waterborne diseases.

Amounts and Intervals

The following amounts and intervals are suggested for the maintenance plan:

- **Fee:** _____ per month per household
- **Inspection:** Weekly
- **Cleaning:** Monthly
- **Lubrication:** Quarterly
- **Inspection and Repair:** Annual
- **Disinfection:** Every 6 months

This maintenance plan will help to ensure that the community hand pump well is well-maintained and that the water is safe to drink.

Additional Considerations

- The committee should keep a record of all maintenance activities. This will help to track the condition of the well and pump and to identify any potential problems.
- The committee should develop a contingency plan in case the well breaks down. This plan should include how to notify the villagers and how to repair the well.
- The committee should promote the importance of water conservation. This will help to ensure that the well is available for future generations.

Please sign and return to MERCY PARTNERS to acknowledge that the committee has received this guideline.
