

**Government of Andhra Pradesh
Standard Operating Procedure (SOP)
MUSTABU – Daily Hygiene & Discipline Programme
(Aligned with WASH in Schools Framework)**
(For All Schools & Hostels in Andhra Pradesh)

1. Background & Rationale:

Under the Swarna Andhra–Swachha Andhra (SASA) campaign, the November theme on Personnel and Community Hygiene emphasised the importance of strengthening daily hygiene practices, particularly among children and adolescents. In this context, Parvathipuram District conceptualised and implemented the MUSTABU Programme as a school-based initiative to promote regular hand-washing, personal hygiene, and healthy behaviours among students.

The programme demonstrated how simple, structured, and routine hygiene practices, when integrated into the school day, can positively influence children's health, attendance, and overall well-being, while also fostering responsible hygiene behaviour within families and communities.

Recognising the relevance, effectiveness, and scalability of this district-led innovation, the Government of Andhra Pradesh has decided to adopt MUSTABU as a state-wide initiative, institutionalising it across all schools to ensure uniform standards of child health and hygiene.

MUSTABU operationalizes the Behaviour Change Communication (BCC) and Hygiene Promotion components of the WASH in Schools (WinS) framework and contributes to the creation of safe, healthy, and inclusive learning environments. The programme reinforces the objectives of Swarna Andhra – Swachha Andhra by translating the Personnel and Community Hygiene theme into sustained, everyday practice within schools, thereby strengthening preventive health outcomes and long-term human capital development across the State.

2. Objectives of MUSTABU:

- To institutionalize daily personal hygiene habits among students.
- To prevent water-borne, skin, parasitic, and viral diseases.
- To improve attendance, attentiveness, and learning outcomes.
- To build discipline, self-confidence, and leadership qualities among students.
- To create clean, healthy, dignified, and child-friendly school and hostel environments.
- To promote age-appropriate, gender-sensitive, and inclusive hygiene practices in line with WASH in Schools norms.
- To support Swachh Andhra – Vision 2047 (Pillar-9) at the grassroots.

3. Scope & Applicability:

This SOP shall be mandatory for:

- All Government and Government-Aided Schools
- Residential Schools and Hostels under: – APSWREIS – APTWREIS – APREIS – KGBVs – Social Welfare / Tribal Welfare Hostels • Applicable to Classes I to XI
- The programme shall be implemented in convergence with Swachh Bharat Mission (Urban & Grameen) and the WASH in Schools (WinS) initiatives of the State.

4. Core Components of MUSTABU:

4.1 Daily Personal Hygiene Practices

Each student shall ensure:

- Clean uniform and footwear
- Trimmed nails
- Neat and clean hair (oiled and combed as appropriate)
- Clean face and ears
- Hand-washing with soap at critical times (after toilet use, before eating)
- Use of safe and clean drinking water

Age-appropriate hygiene practices, including menstrual hygiene awareness for adolescent girls, shall be promoted discreetly through teachers, wardens, and health functionaries, ensuring dignity and privacy.

4.2 MUSTABU Corner (Mandatory)

Every classroom and hostel wing shall establish a MUSTABU Corner, containing:

- Hand-washing steps chart (as per SBM/WinS IEC)
- Nail, hair, and personal hygiene chart
- Child-friendly IEC material on toilet use and safe water
- Mirror (where feasible)
- Soap and/or hand-wash availability
- Weekly hygiene checklist
- Display of “MUSTABU Stars”

5. Roles & Responsibilities:

5.1 Role of Teachers / Wardens

- Establish and maintain the MUSTABU Corner
- Nominate two Student Hygiene Leaders on a rotational basis
- Conduct a daily 5-minute, non-intrusive hygiene observation
- Ensure hand-washing at critical times
- Organise hygiene talks, games, poster-making, skits, and activities
- Identify and reward “MUSTABU Star of the Week”
- Record compliance in class/hostel registers
- Coordinate with School Health Programme teams for hygiene and health education sessions

5.2 Role of Student Hygiene Leaders

- Encourage classmates to wash hands and maintain personal hygiene
- Observe cleanliness of hair, nails, and uniform
- Maintain cleanliness of the MUSTABU Corner
- Report issues discreetly to teachers/wardens
- Motivate peers positively without punishment or stigmatization

5.3 Role of Headmaster / Principal

- Ensure 100% implementation of MUSTABU
- Integrate MUSTABU into morning assembly and hostel routines
- Review weekly compliance and hygiene indicators
- Facilitate availability of water, soap, and functional handwashing facilities
- Submit monthly compliance reports to the District Office

5.4 Role of District Education Officer / Project Directors

- Monitor MUSTABU implementation during inspections
- Ensure convergence with Swachh Bharat Mission, School Health Programme, and WinS
- Include MUSTABU indicators in school/hostel grading systems
- Coordinate with Health Department, Panchayats, and ULBs
- Recognise and reward best-performing schools and hostels

6. Daily & Weekly Schedule:

Daily:

- 5 minutes after morning assembly or hostel roll-call
- Visual hygiene check (child-friendly and non-intrusive)
- Mandatory hand-washing before meals in hostels

Weekly:

- Hygiene awareness activity or demonstration
- Selection of MUSTABU Stars
- Display of names on notice boards

7. Incentives & Recognition:

- MUSTABU Star of the Week (Class/Hostel)
- Cleanest Classroom / Hostel Wing (Monthly)
- District-level recognition for Best School and Best Hostel
- Integration with Swachha Andhra and Swachh Vidyalaya / WinS Awards

8. Monitoring & Reporting:

Key Indicators:

- Percentage of students following hygiene norms
- Availability and functionality of handwashing stations
- Availability of safe drinking water
- Toilet cleanliness and usability
- Reduction in absenteeism due to illness
- Hostel sickness and health records

Reporting Mechanism:

- Monthly summary by Headmaster/Principal
- District-level consolidation
- State-level dashboard integration with School Education / APSWREIS MIS

9. Convergence & Sustainability:

- Linkage with Health Department for periodic health check-ups
- IEC and technical support through Swachha Andhra and WASH in Schools (WinS) framework
- Parent sensitization during PTMs
- Community and local body ownership for upkeep of water and sanitation facilities

10. Expected Outcomes:

- Sustained personal hygiene habits among students
- Reduced incidence of hygiene-related diseases
- Improved attendance and learning outcomes
- Enhanced leadership, responsibility, and teamwork
- Cleaner, safer, and healthier school and hostel ecosystems
- Long-term behavioural change extending to families and communities

11. Implementation Timeline

- Immediate rollout across all applicable institutions
- First review after 90 days
- Annual impact assessment

Conclusion:

MUSTABU shall function as a preventive public health intervention, a discipline-building initiative, and a flagship programme under Swachha Andhra and WASH in Schools, ensuring that no child in Andhra Pradesh suffers due to avoidable hygiene-related illnesses.