

TOOL 2

CHECKLIST: MINIMUM STANDARDS FOR FEMALE FRIENDLY LATRINES

Menstrual Hygiene Management (MHM) in Emergencies / IFRC / Pilot version

OVERVIEW

This tool includes two checklists:

- A. Household latrines
- B. Communal latrines, public (e.g. markets) and institutional (e.g. schools) latrines

Use these checklists to assess whether household and communal latrines are female-friendly. Being female-friendly means they meet the minimum requirements that ensure women and girls can privately, safely and hygienically manage their monthly menstruation.

These checklists can also be used as a monitoring tool to track progress towards latrines becoming 'female-friendly' and monitoring improvements during an operation or program.

There are two parts to each checklist – the first part is based on direct observation; the second part is based on discussion and direct feedback from women and girls.

CHECKLIST: FEMALE FRIENDLY LATRINES – HOUSEHOLD¹

FROM DIRECT OBSERVATION:			
Minimum standard to check		Yes/No	Action or change needed to meet standard
1.	Latrine is less than 50 metres from household.		
2.	Latrine has sufficiently high walls (or screens) with no gaps or holes.		
3.	Latrine has a door with an internal lock/latch.		
4.	Functional hand-washing facility located near latrine.		
5.	Soap is available or located near handwashing facility.		
6.	There is a hook and/or shelf inside the latrine <i>(to place personal sanitary items off the floor)</i>		
7.	Latrines have a light source available during the night. <i>(also consider torches if applicable)</i>		
8.	Appropriate facility or mechanism for disposal of menstrual waste exists (e.g. bin for waste		

¹ Adapted from [Global toolkit for integrating Menstrual Hygiene Management \(MHM\) into humanitarian response](#).

	disposal inside latrine, or shared rubbish bin or pit nearby latrine). <i>(This will be informed by direct consultation and the context)</i>		
<i>Additional non-essential improvements:</i>			
9.	There is a mirror (in a low position) inside the latrine <i>(for women and girls check clothing for blood stains)</i>		
10.	Access to water (e.g. hand-washing facility) and soap inside the latrine. <i>[ideal case]</i>		
FROM DISCUSSIONS WITH WOMEN AND GIRLS:			
Minimum standard to check		Yes/No	Action needed to meet standard
11.	Do you feel comfortable and safe using the latrine in the day and at night? Why or why not?		
12.	Is there always water available near the toilet to wash hands and menstrual materials?		
13.	Do you feel comfortable changing and disposing of menstrual materials? Why or why not?		
14.	Do you have any challenges keeping the latrine clean (and emptying menstrual waste bin if relevant)? How could it be improved?		

CHECKLIST: FEMALE FRIENDLY LATRINES – COMMUNAL, PUBLIC OR INSTITUTIONAL LATRINES (e.g. schools or clinics)²

FROM DIRECT OBSERVATION:			
Minimum standard to check		Yes/No	Action or change needed to meet standard
1.	Male and female latrines are physically separated and have clear signage.		
2.	Latrines have sufficiently high walls (or screens) with no gaps or holes.		
3.	Latrines have doors with internal lock/latches.		
4.	Functional hand-washing facility located near latrines.		
5.	Soap is available or located near handwashing facility.		
6.	There is a hook and/or shelf inside the latrine (to place personal sanitary items off the floor)		
7.	Latrines have a light source available during the night. (If latrines are open then)		
8.	Waste bins (or other appropriate mechanism for disposal) for menstrual waste are located inside the female latrines.		
9.	A proportion of latrines are accessible for women and girls who have disabilities. (e.g. ramp, wide door and larger cubicle, hand-rails etc.)		
10.	Latrines are clean with no menstrual waste, faeces or other material visible on the floor.		
11.	Is there any poster or signage inside the latrine with instructions on how to dispose of menstrual waste?		
<i>Additional non-essential improvements:</i>			
12.	There is a mirror (in a low position) inside the latrine (for women and girls check clothing for blood stains)		
13.	Access to water (e.g. hand-washing facility) inside the latrine cubicle/stall. [ideal case]		

² Adapted from [Global toolkit for integrating Menstrual Hygiene Management \(MHM\) into humanitarian response](#).

FROM DISCUSSIONS WITH WOMEN AND GIRLS:			
Minimum standard to check		Yes/No	Action needed to meet standard
14.	Are people following the gender segregation instructions for latrines? (E.g. are males only using male latrines)		
15.	Do women and girls feel that the latrines are appropriately located? Why or why not?		
16.	Do women and girls feel comfortable and safe using the latrines in the day and at night (if relevant)? Why or why not?		
17.	Do women and girls feel comfortable changing and disposing of their menstrual materials? Why or why not?		
18.	Is the maintenance system working? Why or why not? How can it be improved?		
19.	Is the system for emptying the menstrual waste bins working? Why or why not? How can it be improved?		
FROM DISCUSSIONS WITH WHOEVER IS RESPONSIBLE FOR EMPTYING or COLLECTING or TRANSFERRING MENSTRUAL WASTE:			
Minimum standard to check		Yes/No	Action needed to meet standard
20.	Do you ever find used menstrual products or waste in or around the latrine cubicles? Why do you think this is?		
21.	Do you wear gloves and boots when handling menstrual waste? Why or why not?		
22.	Is there any informal or formal waste sorting done? Who does this?		
23.	Do you face any taboos, restrictions or teasing from your work (including handling menstrual waste)?		
24.	Did you receive a training about your work? What information did you think was missing or would you have liked?		