

Water supply, sanitation and hygiene promotion initial needs assessment checklist.

Adapted from ;

✓ **SPHERE Standards - 2018.**

✓ **SWISS RedCross-Wash Guidelines - 2014.**

✓ This list of questions is primarily for use to assess needs, identify resources and describe local conditions.

✓ It does not include questions that will determine the external resources needed to supplement those immediately and locally available.

CHECKLIST : 184 questions.

1.- General.

- 1.1. How many people are affected and where are they ?
- 1.2. Disaggregate the data by sex, age, disability and so on.
- 1.3. What are people's likely movements ?
- 1.4. What are the security factors for the affected people and for potential relief responses ?
- 1.5. What are the current, prevalent or possible WASH--related diseases ?
- 1.6. Who are the key people to consult or contact ?
- 1.7. Who are the vulnerable people in the population and why ?
- 1.8. Is there equal access for all to existing facilities, including at public places, health centres and schools ?
- 1.9. What special security risks exist for women, girls, boys and men ?
- 1.10. At--risk groups ?
- 1.11. What water, sanitation and hygiene practices were the population accustomed to before the crisis ?
- 1.12. What are the formal and informal power structures (for example, community leaders, elders, women's groups) ?
- 1.13. How are decisions made in households and in the community ?

- 1.14. Is there access to local markets ?
- 1.15. What key WASH goods and services were accessible in the market before the crisis and are accessible during the crisis ?
- 1.16. Do people have access to cash and/or credit ?
- 1.17. Are there seasonal variations to be aware of that may restrict access or increase demands on labour during harvesting time, for example ?
- 1.18. Who are the key authorities to liaise and collaborate with ?
- 1.19. Who are the local partners in the geographical area, such as civil society groups that have similar capacity in WASH and community engagement ?

2.- Water supply.

- **General :**

- 2.1. Describe the current situation with regard to Water Supply.
- 2.2. What is the input from local authorities ?
- 2.3. What is the input from other agencies ?

- **Quantity :**

- 2.4. How much water is available per person per day ?
- 2.5. Is there equitable access to it ?
- 2.6. How much water is available at the sources ?
- 2.7. What is the daily and weekly frequency of the water supply availability ?
- 2.8. Is the water available at the source sufficient for short -term and longer -term needs for all groups ?
- 2.9. What may affect this (e.g. seasonability) ?
- 2.10. Does a provision for drinking water for livestock need to be considered ?
- 2.11. In the event of rural displacement, what is the usual source of water for livestock ?

- **Quality :**

- 2.12. What is the current water supply source and who are the present users ?
- 2.13. How does the host population access water and ensure that its water is safe at the point of use ?
- 2.14. Is the water source contaminated or at risk of contamination (microbiological, chemical or radiological) ?
- 2.15. Is there a water treatment system in place ?
- 2.16. Is treatment necessary ?
- 2.17. Is treatment possible ?
- 2.18. What type of treatment is necessary ?
- 2.19. Is disinfection necessary ?
- 2.20. Does the community have problems with water palatability and acceptance associated with chlorine taste and smell ?
- 2.21. Are there alternative sources of water nearby ?

- **Accessibility :**

- 2.22. How far are water collection points from where people live ?
- 2.23. Are they safe ?
- 2.24. Is the current water supply reliable ?
- 2.25. How long will it last ?
- 2.26. Are there any problems of accessibility for vulnerable groups , e.g. elderly , disabled, women ?
- 2.27. Are there any legal or other obstacles to using the available or new water supply sources ?
- 2.28. What are the alternatives if water sources are inadequate ?
- 2.29. Is it possible to move the population if water sources are inadequate ?
- 2.30. Do people buy water ?
- 2.31. If so where, at what cost and for what purposes ?
- 2.32. Has this access (the cost, quality, regularity of delivery) changed ?
- 2.33. What do people use to transport water ?

- 2.34. Do people have enough suitable water containers for collection ?
- 2.35. Will there be any environmental effects due to possible water supply intervention, abstraction and use of water sources ?
- 2.36. What other users are currently using the water sources ?
- 2.37. Is there a risk of conflict if the sources are utilised for new populations ?
- 2.38. What opportunities are there to collaborate with the private and/or public sector in water provision ?
- 2.39. What bottlenecks and opportunities exist that could inform the response analysis and recommendations ?
- 2.40. What operation and maintenance duties are necessary ?
- 2.41. What capacity is there to fulfil them in the short and long term ?
- 2.42. Who shall be accountable for them ?
- 2.43. Is there an existing or potential finance mechanism or system that can recover the operation and maintenance costs ?

- **Storage :**

- 2.44. Is water likely to be contaminated during transportation and/or storage ?
- 2.45. If so, why ?
- 2.46. Do people have enough water containers of the appropriate size and type for storage ?
- 2.47. Is there a possibility of contamination during transport and storage due to containers currently in use ?
- 2.48. What traditional beliefs and practices relate to the collection, storage and use of water ?

- **Technical options :**

- 2.49. Why is the existing water supply inadequate ?
- 2.50. What do the local people believe is the best technical solution ?
- 2.51. Why ?
- 2.52. Is there a piped network that can be expanded ?

- 2.53. Is rainwater harvesting feasible, in terms of rainfall abundance and cultural acceptance ?
- 2.54. Are there any springs that can be used ?
- 2.55. What other options are available ?

3.- Excreta disposal.

- **General :**

- 3.1. Is the environment free of faeces ?
- 3.2. If there is open defecation, is there a designated area ?

- **Facilities :**

- 3.3. Are there any existing facilities for excreta disposal ?
- 3.4. If so, are they used ?
- 3.5. Are they sufficient ?
- 3.6. Are they operating successfully ?
- 3.7. Can they be extended or adapted ?
- 3.8. Is there equitable access to the existing facilities ?
- 3.9. Are there facilities for hand-washing ?
- 3.10. Are there problems for accessibility for vulnerable groups e.g. elderly, disabled, women ?
- 3.11. Are the facilities safe and dignified: lighted, equipped with locks, privacy screens ?
- 3.12. Can people access the toilet facilities during the day and night ?
- 3.13. If not at night, what are the alternatives ?

- **Practices :**

- 3.14. What excreta management practices does the host population practice ?
- 3.15. What is the local preferred method for anal cleansing ?
- 3.16. Is the current defecation practice a threat to water supplies (surface or groundwater) or living areas and to the environment in general ?

- 3.17. Are there any social – cultural norms to consider in the design of the toilet ?
- 3.18. Are people familiar with the design, construction and use of toilets ?
- 3.19. Are there materials or water available for anal cleansing ?
- 3.20. How do people normally dispose of these materials ?
- 3.21. Do people wash their hands after defecation and before food preparation and eating ?
- 3.22. Are soaps or other cleansing materials with water available next to the toilet or within the household ?
- 3.23. How do women and girls manage menstruation ?
- 3.24. Are there appropriate materials or facilities available for this ?
- 3.25. Are there any specific facilities or equipment available for making sanitation accessible for persons with disabilities, people living with HIV, people living with incontinence or people immobile in medical facilities ?
- 3.26. What local materials are available for constructing toilets ?
- 3.27. Is there an existing acceptance of and practice for composting ?
- 3.28. From what age do children start to use the toilet ?
- 3.29. What happens to the faeces of infants and young children ?

- **Technical aspects :**

- 3.30. What is the slope of the terrain and what are the drainage patterns ?
- 3.31. What is the depth and permeability of soil and can it be dug easily by hand ?
- 3.32. What is the level of the groundwater table ?
- 3.33. What local materials are available for constructing toilets ?
- 3.34. When does the seasonal rainfall occur ?
- 3.35. Will it affect the construction or functionality of new latrines ?
- 3.36. Are soil conditions suitable for on-site excreta disposal ?
- 3.37. Have environmental considerations been assessed: for example, the extraction of raw materials such as sand and gravel for construction purposes, and the protection of the environment from faecal matter ?
- 3.38. Are there skilled workers in the community, such as masons or carpenters and unskilled labourers ?

- 3.39. Are there available pit emptiers or desludging trucks ?
- 3.40. Is there sufficient space for new facilities ?
- 3.41. Currently, is the collected faecal waste disposed of appropriately and safely ?
- 3.42. What is the appropriate strategy for management of excreta – inclusive of containment, emptying, treatment and disposal ?

4.- Wastewater disposal.

■ Drainage :

- 4.1. Does flooding occur ?
- 4.2. What impact does it have ?
- 4.3. Do people have the means to protect their shelters and latrines from local flooding ?
- 4.4. Are there any stagnant pools of standing water ?
- 4.5. What are the existing methods of disposing water from ; water points, domestic wastewater from washing utensils, bathrooms, laundry, etc. and livestock ?
- 4.6. Is there enough slope or drainage facilities for disposal of stormwater ?
- 4.7. Are water-points and laundry and bathing areas well drained ?
- 4.8. Are soil conditions suitable for on-site or off-site management of problem water from water-points and laundry and bathing areas ?
- 4.9. Has a soil percolation test been carried out ?

■ 5. Solid waste management.

- 5.1. Is accumulated solid waste a problem ?
- 5.2. How do people dispose of their waste ?
- 5.3. What type and quantity of solid waste is produced ?
- 5.4. Can solid waste be disposed of on-site or does it need to be collected and disposed of off-site ?
- 5.5. What is the normal solid waste disposal practice for affected people (for example, compost and/or refuse pits, collection system, bins) ?

- 5.6. Are there medical facilities and activities producing waste ?
- 5.7. How is it disposed of ?
- 5.8. Who is responsible ?
- 5.9. Where are disposable sanitary materials disposed of (for example, children's nappies, menstruation hygiene materials and incontinence materials) ?
- 5.10. Is their disposal discreet and effective ?
- 5.11. What is the effect of the current solid waste disposal on the environment ?
- 5.12. What solid waste management capacity do the private and public sectors have ?

6.- Hygiene promotion.

- 6.1. Is there an understanding of the relationship between water-sanitation and disease ?
- 6.2. What behaviours might be contributing to risks to public health ?
- 6.3. What water, sanitation and hygiene practices were people accustomed to before the crisis ?
 - 6.3.1. Washing hands after defecation ?
 - 6.3.2. Method of disposal of children's faeces ?
 - 6.3.3. Practices for storage and handling of water ?
 - 6.3.4. Practices of storage and handling of food ?
 - 6.3.5. How people dispose their solid waste ?
- 6.4. Do people have access to:
 - 6.4.1. Lidded water containers.
 - 6.4.2. Cooking utensils.
 - 6.4.3. Bathing facilities.
 - 6.4.4. Soap.
 - 6.4.5. Menstrual sanitary protection.
 - 6.4.6. Mosquito nets.
- 6.5. Are the users involved in the management and maintenance of water sources and latrines ?

- 6.6. What existing practices are harmful to health, who practises these and why ?
- 6.7. Who still practises positive hygiene behaviour and what enables and motivates them to do this ?
- 6.8. Are there any traditional beliefs and practices related to hygiene (for example, during the Haiti cholera outbreak the disease was associated with voodoo culture) ?
- 6.9. Are any of these beliefs or practices either useful or harmful ?
- 6.10. What are the key hygiene issues related to water supply ?
- 6.11. Do people have the means to use water hygienically ?
- 6.12. What are the advantages and disadvantages of any proposed changes in practice ?
- 6.13. What are the existing formal and informal channels of communication and outreach (such as community health workers, traditional birth attendants, traditional healers, clubs, cooperatives, churches and mosques) ?
- 6.14. What access to the mass media is there in the area (for example, radio, television, video, newspapers) ?
- 6.15. What local media organisations and/or non-governmental organisations (NGOs) are there ?
- 6.16. Which segments of the population can and should be targeted (for example, mothers, children, community leaders, religious leaders) ?
- 6.17. What type of outreach system would work in this context (for example, community hygiene volunteers or workers or promoters, school health clubs, WASH committees) for both immediate and medium- term mobilisation ?
- 6.18. What are the learning needs of hygiene promotion staff and community outreach workers ?
- 6.19. What non-food items are available and what are the most urgently needed based on preferences and needs ?
- 6.20. Where do people access markets to buy their essential hygiene items ?
- 6.21. Has this access (cost, diversity, quality) changed since the crisis ?
- 6.22. How do households access their essential hygiene items?

- 6.23. Who makes the decisions regarding which items to buy and prioritise ?
- 6.24. How effective are hygiene practices in healthcare settings (particularly important in epidemic situations) ?
- 6.25. What are the needs and preferences of women and girls for menstrual hygiene practices ?
- 6.26. What are the needs and preferences of people living with incontinence ?

7.- Vector-borne diseases.

- 7.1. Do current excreta disposal arrangements encourage vectors ?
- 7.2. What are the vector--borne disease risks and how serious are they ?
- 7.3. What daily or seasonal patterns do local vectors follow in relation to reproduction, resting and feeding ?
- 7.4. Are there traditional beliefs and practices (for example, the belief that dirty water causes malaria) that relate to vectors and vector--borne disease ?
- 7.5. Are any of these beliefs or practices either useful or harmful ?
- 7.6. If vector--borne disease risks are high, do people at risk have access to individual protection ?
- 7.7. Is it possible to make changes to the local environment (especially by, for example, drainage, scrub clearance, excreta disposal, solid waste disposal) to inhibit vector breeding ?
- 7.8. Is it necessary to control vectors by chemical means ?
- 7.9. What programmes, regulations and resources exist regarding the use of chemicals for vector control ?
- 7.10. What information and safety precautions need to be provided to households ?