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| WHO Sanitary Inspections for Sanitation Systems |

I. GENERAL INFORMATION

A. Location

Provide the following information on the location of the toilet facility.

|  |  |
| --- | --- |
| **A1. Village/town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A2. District \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A3. Province \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A4. State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **A5. GPS coordinates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A6. Householder name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A7. Contact no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****A8. Inspector name/ID** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

B. Setting

The following factors describe the potential for risks or challenges to be present in the local area surrounding the toilet. Select the appropriate level for each setting factor based on the descriptions provided.

| Risk | Low | Med. | High |
| --- | --- | --- | --- |
| B1. Population density – Density of people living in the immediate area* **Low** – Rural or low-density settlement with significant open space between houses – sufficient space for a properly functioning pits or septic system with soak pit or leach field
* **Medium** –neighborhood, small town or village center - dwellings are spaced far enough apart to accommodate pits or septic tanks but many are too close together for proper soak pit or leach field or space to dig additional pits to bury faecal sludge.
* **High** – urban areas with multistory buildings and houses with minimal open land between them – not enough land area for a properly functioning septic system and soak away and no space to dig additional pits to bury faecal sludge
 |  |  |  |
| B2. Difficulty accessing the toilet – How difficult is it for a service provider to access the toilet to remove sludge using a manual or motorized emptying method* **Low** – the pit / septic tank is easy to reach by truck or gulper device; access is available through a removable cover
* **Medium** – the pit / septic tank can be reached but with some degree of difficulty due to the location or the design of the tank
* **High** – household is difficult to reach by truck due to high density or narrow streets; or, the pit / septic tank itself is **difficult to** access due to its location on the property or lack of a removable cover
 |  |  |  |
| B3. Reliance on groundwater used for drinking – the potential for local groundwater sources to be contaminated by inadequate sanitation and fecal sludge management practices* **Low** – households in this area do not use groundwater for drinking
* **Medium** – groundwater is used in the area but the sources used for drinking and bathing are located far away and are well-protected
* **High** – households in this area use shallow groundwater (dug wells, tube wells, springs)
 |  |  |  |
| B4. Water scarcity – Insufficient water supply for sanitation purposes (such as toilet flushing and cleaning, anal cleansing, hand hygiene, etc.) during all or part of the year* **Low** – Most households have sufficient water year-round for toilet flushing and cleaning, anal cleansing and hand hygiene, or do not require water for sanitation purposes
* **Medium** – Water is scarce during the dry season or due to frequent outages
* **High** – Water is scarce most of the year and households do not have enough for flushing or cleansing
 |  |  |  |
| B5. Risk of flooding – Frequent and severe floods that could cause damage or washout (a breach or overflow due to flooding) to sanitation facilities* **Low** – Flooding does not typically occur in the area
* **Medium** – Flooding that caused damage or washout to structures has occurred within the past 5 years
* **High** – Flooding that caused damage or washout has occurred within the past year or usually occurs every year
 |  |  |  |
| B6. Soil hardness (rocky soil) – Hard or rocky soil that makes it difficult to dig* **Low** – Soil is sandy or loamy and pits are easy to dig using hand tools
* **Medium** – Clay or rocky soil that makes it slow to dig by hand tools
* **High** – Rocky soil or shallow bedrock layer makes it difficult or impossible to dig without using heavy machinery
 |  |  |  |
| B7. Soil impermeability – Inability for water to drain or seep into the soil* **Low** – Water drains rapidly into the soil (sand, gravel, fractured rock)
* **Medium** – Water drains slowly into the soil (silty soil, mixed clay / sand / loam)
* **High** – Water drains very slowly or not at all into the soil (mostly clay, rock formations)
 |  |  |  |
| Raw score total | \_\_/ 7 | **\_\_/ 7** | **\_\_/ 7** |
| Weighting | 1 | **2** | **3** |
| B8. Total (sum of weighted scores) (minimum 7, maximum 21) (7-10 low, 11-16 med, 17-21 high) | **\_\_\_\_\_\_/21** |

II. SANITATION SAFETY INSPECTION

C. System type and use

C1. Observe the type of sanitation facility

If ‘Flush’ probe: Where does it flush to? (refer annexes for system drawings and risk factors)

|  |  |  |
| --- | --- | --- |
| **At least basic** |  |  |
| * Flush to piped sewer system
* Flush to septic tank
* Flush to pit latrine
* Flush to twin pits
 | * Twin pit latrine with slab
* Ventilated improved pit latrine
* Pit latrine with slab
 | * Composting toilet
* Container based sanitation
 |
| **Unimproved or other**  |  |  |
| * Flush to open drain
* Flush to don't know where
 | * Pit latrine without slab / open pit
 | * Hanging toilet / hanging latrine
* Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| None If C1 is ‘no facility’ or ‘observation not possible’, the inspection cannot be completed. End the survey here. |
| * No facility
 | * Observation not possible
 |  |

C2. Users

Question user on the number of households using the facility and the number f people in each household to calculate the total number of users.

|  |  |
| --- | --- |
| Number of households served by this facility | \_\_\_\_\_\_\_\_\_ |
| Total number of users | \_\_\_\_\_\_\_\_\_ |
| Number of users with physical disability | \_\_\_\_\_\_\_\_\_ |

D. Toilet and containment risks

| Category | Risk  | Corrective action(select all that apply)  |
| --- | --- | --- |
| None/ Low | Minor | Major |
| D1. Security and privacyIngress of rainwater may cause the pit to fill up and overflow. Animals, rodents, insects, etc. entering the toilet and/or pit can damage the facility and carry excreta to the community. A door lockable from the inside and a working light will help provide privacy and security to the user.  |
| 1a. What is the condition of the toilet superstructure?The toilet superstructure or enclosure refers to the walls, roof, and door of the toilet. Ingress of rainwater may cause the pit to fill up and overflow. Animals, rodents, insects etc. entering the toilet and/or pit can damage the facility and carry excreta to the community.  | * No problems observed
 | *Household toilet* * Incomplete
* Damaged
 | *Shared toilet** Incomplete
* Damaged
* Absent or missing
 | * None
* Repair existing superstructure
	+ Roof
	+ Walls
	+ Door
	+ Other (specify)\_\_\_\_\_
 |
| 1b. Does the design of the toilet prevent other people from seeing what someone is doing when they use it? | * Yes
 | *Household toilet* * No
* Don’t know
 | *Shared toilet** No
* Don’t know
 | * None
* Install visual barrier
	+ Curtain/blind/shutter
	+ Wall
	+ Door
	+ Other (specify)\_\_\_\_\_
 |
| 1c. Does the toilet provide security to the intended users?A door that can be locked from the inside and a working light will help provide security.  | * Yes
 | *Household toilet* * No
* Don’t know
 | *Shared toilet** No
* Don’t know
 | * None
* Install lock
* Install light
* In assistance for users with physical disability
	+ Handrail
	+ Wheelchair access
 |
| D2. Toilet cleanlinessIf the toilet is not kept clean, the users may be exposed to excreta when using the toilet and/or this may discourage toilet use.  |
| 2a. Is the toilet dirty with visible excreta on surfaces?If the toilet is not kept clean, the users may be exposed to excreta when using the toilet and/or this may discourage toilet use. | * No
 | *Household toilet* * Yes
* Don’t know
 | *Shared toilet** Yes
* Don’t know
 | * None
* Household cleaning products and schedule
* Shared or public supply of cleaning products and schedule.
 |
| 2b. Is water available for toilet cleaning and flushing? (*C1 flush toilets only)*  | * Yes
 |  | * Yes
* Don’t know
 | * Install water supply \_\_\_(specify type)\_\_\_\_\_\_\_\_\_\_\_
 |
| D3. Handwashing facilitiesHandwashing facilities consist of the presence of water and soap. They may be fixed or mobile and include a sink with tap water, buckets with taps, tippy-taps, and jugs or basins designated for handwashing. Soap includes bar soap, liquid soap, powder detergent, and soapy water.  |
| 3a. Is there a handwashing facility inside or near the toilet? A handwashing facility is a fixed or mobile device designed to contain, transport, or regulate the flow of water to facilitate handwashing. They may be fixed or mobile and include a sink with tap water, buckets with taps, tippy-taps, and jugs or basins designated for handwashing. To be considered near the toilet, the handwashing facility should be located within 5 meters. | * Yes
 |  -  | * No
* Don’t know
 | * None
* Install handwashing facility. Suggested facility:
	+ Bucket and scoop
	+ Tippy tap
	+ Sink piped from nearly water supply
	+ Other (specify) \_\_\_\_\_
 |
| If 3a is Yes:3b. Is water available at the handwashing facility?Verify by turning on the tap or checking the basin, bucket, or water container for the presence of water. | * Yes
 | - | * No
* Don’t know
 | * None
* Repair water supply (e.g. taps, pipes) (specify): \_\_\_\_\_\_\_\_
* Install water supply:(specify type): \_\_\_\_\_\_\_\_
* Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_
 |
| If 3a is Yes:3c. Is soap or detergent available at the handwashing facility?Soap may include bar soap, liquid soap, powder detergent, or soapy water. Ash, soil, sand, or other traditional handwashing agents are less effective and do not count as soap.  | * Yes
 | *Household toilet* * No
* Don’t know
 | *Shared toilet** No
* Don’t know
 | * None
* Ensure regular supply of soap or detergent
 |
| D4. Flies, insects and rodentsFlies, insects and rodents can carry disease from the excreta in the pit/container/tank to the local community. |
| 4a. Can flies and other insects easily enter and leave the pit/container/tank? | * No
 | - | * Yes
* Don’t know
 | * None
* Install fly, insect, rodent barrier
	+ Screen on vent
	+ Screen on windows
	+ Lid
	+ Repairs to damage and sources of surface water and ground contamination (refer 5 and 6 below)
	+ Other (specify) \_\_\_\_\_
 |
| D5. Damage If any part of the toilet or containment (i.e., slab, pit, septic tank, connection and outlet pipes) are damaged, cracked or unstable there is a risk of leaks, access for flies, insects and rodents and collapse during use or emptying. If C1 is Pit latrine without slab / open pit, then mark this risk as present and skip the questions in this section. |
| *If C1 is flush to pit latrine, flush to twin pits, pit latrine with slab, twin pit latrine with slab, ventilated improved pit latrine, or composting toilet:*5a. Is the cover of the pit or the slab cracked or damaged? | * No
 | - | * Yes
* Don’t know
 | * None
* Repair slab/pan/pedestal
* Replace slab/pan/pedestal
* Other (specify) \_\_\_\_\_
 |
| If C1 is flush to pit latrine, flush to twin pits, pit latrine with slab, twin pit latrine with slab, ventilated improved pit latrine, or composting toilet:5b. Are the side walls of the pit damaged or collapsed?If the walls are not stable, there may be a risk that the pit will collapse putting users and sanitation workers at risk (e.g. falling into pit or pit collapse during emptying). | * No
 | - | * Yes
* Don’t know
 | * None
* Line pit
* Repair pit lining
* Relocate and construct new lined pit
* Other (specify) \_\_\_\_\_
 |
| If C1 is flush to piped sewer system, flush to septic tank, flush to open drain, flush to elsewhere, flush to don’t know where:5c. Is there visible damage to the septic tank /pit / outlet pipes, such as cracks, corrosion, deformation, or leakage? | * No
 | - | * Yes
* Don’t know
 | * None
* Repair cracks and damage to tank
* Repair damage to pipes
* Other (specify) \_\_\_\_\_
 |
| If C1 is Container-based sanitation:5d. Are the toilet and cartridges poorly maintained with broken components, visible cracks or defects in the side walls?If the walls are cracked, there may be a risk that the cartridge will leak exposing users, sanitation workers, and the local community to excreta. | * No
 | - | * Yes
* Don’t know
 | * None
* Replace cartridge
* Other (specify) \_\_\_\_\_
 |
| D6. Surface water and ground contaminationIf effluent is flowing to an open drain, water body, or open ground, then the local community may be exposed to excreta.*Note: if C1 is flush / pour flush to open drain, or hanging toilet / hanging latrine, then mark this risk as present and skip the questions in this section.* |
| 6a. Is there any evidence of leakage or overflow to the surrounding area from the toilet or the containment?Evidence may of leakage may include ponds of effluent, damp earth, or lush vegetation nearby. | * No
 | - | * Yes
* Don’t know
 | * None
* Empty faecal sludge (solids) and transport to treatment offsite
* Empty faecal sludge (solids) and safely bury nearby
* Repair or replace slab/pan/pedestal (refer 5a)
* Repair cracks and damage to tank
* Repair damage to pipes
* Other (specify) \_\_\_\_\_
 |
| If C1 is one of: Flush / pour flush to septic tank, Flush / pour flush to pit latrine, Flush / pour flush to twin pits, or Other (specify):6b. Does the tank or pit have an outlet pipe for liquid effluent?Outlet is an external pipe through which liquid effluent from the containment is discharged. | * Yes
 | * No
 | * Unable to observe
 |  -  |
| If 6b is Yes:6c. Where does the outlet pipe discharge to? | * Leach field or soak pit
* Sewer or closed drain that leads to a wastewater treatment plant (WWTP)
 | - | * Sewer or closed drain that leads to a water body (canal, river, pond, etc.)
* Open drain
* Water body or the ground surface
* Land or gardens used to grow food crops
* Sewer or closed drain that leads to unknown place (don’t know where)
* Other (specify): ––––––
* Don’t know
 | * None
* Install leach field or soak pit away for infiltration to soil
* Connect outlet to nearby sewer
* Connect outlet to covered drain
* Repair cracks and damage to tank and pipes (refer 6a)
* Ensure thorough washing and cooking of produce grown using liquid effluent
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| --- | --- | --- |
| **ASSESSMENT SUMMARY** |  |  |
| (Duplicate copy to be left with householder) |  |  |
| **A. Location** | Village/town \_\_\_\_\_(A1)\_\_\_\_\_\_District \_\_\_\_\_(A2)\_\_\_\_\_\_Province \_\_\_\_\_(A3)\_\_\_\_\_\_State \_\_\_\_\_(A4)\_\_\_\_\_\_ | GPS coordinates \_\_\_\_(A5)\_\_\_\_\_\_\_Householder name \_\_\_\_(A6)\_\_\_\_\_\_\_Contact no. \_\_\_\_(A7)\_\_\_\_\_\_\_Inspector name/ID \_\_\_\_(A8)\_\_\_\_\_\_\_\_ |
| **B. Setting risk score** | \_\_\_\_\_\_\_\_\_\_\_\_/ 21\_\_\_ |  |
| C. System type and use | Type of facility: \_\_\_\_(C1)\_\_Number of households \_\_\_\_(C2)\_\_\_ | Total number of users: \_(C2)\_\_\_Number of users with physical disability:\_\_\_(C2)\_\_\_ |
| D. Toilet and containment risks |  |  |
| * **Pass -** no risks detected and no corrective action needed
 | * **Pass (conditional)** - subject to correction of minor risks
 | * **Fail -** major risk(s) detected for corrective action above.
* **Fail –** risks are too major for repair. Abandon and construct a new facility.
 |
| **Corrective actions needed and suggested service providers to assist:**(e.g., Hardware (slabs, pans, pipes, fittings, tanks), toilet construction, faecal sludge emptying and transport, water supply installation) | Corrective actions needed:*(Insert from D1-6):***1.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**2.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**3.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**4.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**5.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Service provider(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Due date for reinspection of corrected actions:** |  \_\_\_\_\_\_\_\_\_\_\_\_dd//mm/yyyy\_\_\_\_\_\_\_\_\_\_\_ |