TOOL 2

CHECKLIST: MINIMUM STANDARDS FOR FEMALE FRIENDLY LATRINES

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

OVERVIEW

This tool includes two checklists:

1. Household latrines
2. 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 – HOUSEHOLD[[1]](#footnote-2)

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| **FROM DIRECT OBSERVATION:**  |
| **Minimum standard to check** | **Yes/No** | **Action or change needed to meet standard**  |
|  | Latrine is less than 50 metres from household.  |  |  |
|  | Latrine has sufficiently high walls (or screens) with no gaps or holes.  |  |  |
|  | Latrine has a door with an internal lock/latch.  |  |  |
|  | Functional hand-washing facility located near latrine.  |  |  |
|  | Soap is available or located near handwashing facility.  |  |  |
|  | There is a hook and/or shelf inside the latrine *(to place personal sanitary items off the floor)*  |  |  |
|  | Latrines have a light source available during the night. *(also consider torches if applicable)*  |  |  |
|  | Appropriate facility or mechanism for disposal of menstrual waste exists (e.g. bin for waste disposal inside latrine, or shared rubbish bin or pit nearby latrine). *(This will be informed by direct consultation and the context)*  |  |  |
| *Additional non-essential improvements:*  |  |  |
|  | There is a mirror (in a low position) inside the latrine *(for women and girls check clothing for blood stains)*  |  |  |
|  | Access to water (e.g. hand-washing facility) and soap inside the latrine. *[ideal case]*  |  |  |
| **FROM DISCUSSIONS WITH WOMEN AND GIRLS:**  |
| **Minimum standard to check** | **Yes/No** | **Action needed to meet standard**  |
|  | Do you feel comfortable and safe using the latrine in the day and at night? Why or why not?  |  |  |
|  | Is there always water available near the toilet to wash hands and menstrual materials?  |  |  |
|  | Do you feel comfortable changing and disposing of menstrual materials? Why or why not? |  |  |
|  | 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]](#footnote-3)

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| **FROM DIRECT OBSERVATION:**  |
| **Minimum standard to check** | **Yes/No** | **Action or change needed to meet standard**  |
|  | Male and female latrines are physically separated and have clear signage.  |  |  |
|  | Latrines have sufficiently high walls (or screens) with no gaps or holes.  |  |  |
|  | Latrines have doors with internal lock/latches.  |  |  |
|  | Functional hand-washing facility located near latrines.  |  |  |
|  | Soap is available or located near handwashing facility.  |  |  |
|  | There is a hook and/or shelf inside the latrine *(to place personal sanitary items off the floor)*  |  |  |
|  | Latrines have a light source available during the night. *(If latrines are open then)*  |  |  |
|  | Waste bins (or other appropriate mechanism for disposal) for menstrual waste are located inside the female latrines.  |  |  |
|  | A proportion of latrines are accessible for women and girls who have disabilities. *(e.g. ramp, wide door and larger cubicle, hand-rails etc.)*  |  |  |
|  | Latrines are clean with no menstrual waste, faeces or other material visible on the floor.  |  |  |
|  | Is there any poster or signage inside the latrine with instructions on how to dispose of menstrual waste?  |  |  |
| *Additional non-essential improvements:*  |  |  |
|  | There is a mirror (in a low position) inside the latrine *(for women and girls check clothing for blood stains)*  |  |  |
|  | Access to water (e.g. hand-washing facility) inside the latrine cubicle/stall. *[ideal case]* |  |  |
| **FROM DISCUSSIONS WITH WOMEN AND GIRLS:**  |
| **Minimum standard to check** | **Yes/No** | **Action needed to meet standard**  |
|  | Are people following the gender segregation instructions for latrines? (E.g. are males only using male latrines)  |  |  |
|  | Do women and girls feel that the latrines are appropriately located? Why or why not?  |  |  |
|  | Do women and girls feel comfortable and safe using the latrines in the day and at night (if relevant)? Why or why not? |  |  |
|  | Do women and girls feel comfortable changing and disposing of their menstrual materials? Why or why not? |  |  |
|  | Is the maintenance system working? Why or why not? How can it be improved?  |  |  |
|  | 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 TRANSFERING MENSTRUAL WASTE:**  |
| **Minimum standard to check** | **Yes/No** | **Action needed to meet standard**  |
|  | Do you ever find used menstrual products or waste in or around the latrine cubicles? Why do you think this is?  |  |  |
|  | Do you wear gloves and boots when handling menstrual waste? Why or why not? |  |  |
|  | Is there any informal or formal waste sorting done? Who does this?  |  |  |
|  | Do you face any taboos, restrictions or teasing from your work (including handling menstrual waste)?  |  |  |
|  | Did you receive a training about your work? What information did you think was missing or would you have liked?  |  |  |

1. Adapted from Global toolkit for integrating Menstrual Hygiene Management (MHM) into humanitarian response. [↑](#footnote-ref-2)
2. Adapted from Global toolkit for integrating Menstrual Hygiene Management (MHM) into humanitarian response. [↑](#footnote-ref-3)