**Examples of interview and Focus Group Discussion (FGD) guides**

1. **PHAST group members and Community Health Workers (CHWs) – Group interview**

|  |
| --- |
| Has the PHAST group remained active after the project? How many of those trained in PHAST have remained active? |
| Which activities have the PHAST group been undertaking since the project ended? How often? |
| What is the connection to the group of CHWs? |
| Have you noticed any change in the health status of the community after the project was implemented? |
| Do you regularly collect data about that? Do you report it to the health centre or Environmental health officer at district level? |
| Have you received any visit from the District Health team? |
| Did you receive any type of visual aid materials or IEC materials? Were they helpful? What should be improved? |
| Are all sanitation facilities (latrine, handwashing station, dish-rack, rubbish pit, bath shelter) constructed under the project still functioning? If not, why. |
| Have you constructed more facilities since the project ended? Have you conducted more training? |
| What is the facility with less coverage in the community? Why? |
| What is your estimate for the remaining life of the latrines? What will you do when they get full? |
| What is your relation with the Water Point Committee (WPC)? |
| Would a household in this community get a fine for practicing open defecation? |
| Questions / Issues to highlight? |

1. **Chair person of the Water Point Committee (WPC) and community leader - Individual interview.**

|  |
| --- |
| Did you see any notable improvements in your community as a result of the project? In which areas? In your opinion, have those improvements been maintained in the last years? |
| Have you received any visit from the Red Cross branch office since the project ended? |
| Have you received any visit from the District Water office since the project ended? |
| Have you received any visit from the District Health team since the project ended? |
| Has the WPC remained active after the project? If not, why? If yes, are you satisfied with their work? |
| Is the water point still functioning? If not, what are the main challenges you are facing in keeping the water system working? |
| Have you undertaken any minor / major repairs in the last year?  **If yes:**  How much did it cost?  Have you reported it to the District Water Office? Have you get any feedback?  How long did it take to get assistance? |
| Are the WPC collecting water user fees?  **If yes,** how much per HH / month?  **If not,** why? |
| Is there any regulatory system (sanctions, fines) to address defaulters? |
| Has there been any conflict in the community derived for the management or use of the water point? |
| Have the community developed some new economic activities associated to the water points? |
| Are all sanitation facilities constructed by the project still functioning? If not, why? |
| What more the community needs to do to improve the sanitation conditions? |
| Questions / Issues to highlight? |

1. **WPC members - Group interview.**

|  |
| --- |
| Has the WPC remained active after the project? |
| Is the water point still functioning? If not, what are the critical challenges you are facing in keeping the water system working? |
| Did you notice any seasonal change in the water point (quantity / quality)? |
| Who is responsible for the general maintenance and cleanliness of the water point? |
| Have you undertaken any minor / major repairs in the last year?  **If yes:**  How much did it cost?  Were you assisted by a hand pump mechanic (from parish level?)  Did you buy the spare parts? Where? For how much?  How long did the repair process take?  Are you satisfied with the process?  Have you reported it to the District Water Office? Have you received nay feedback? |
| Are the WPC collecting water user fees?  **If yes**:  How much per HH / month?  How much do you have in total?  **If not**, why? |
| How do you keep the collected funds? Do you have a bank account? |
| Do you have a record book? Can I see it? |
| Is there any regulatory system (sanctions, fines) to address defaulters? |
| Have you received any visit from the District Water office since the project ended? Have they taken a sample from the water source in the past year? |
| Have you received any visit from the URCS branch office since the project ended? |
| Have there been any problems or conflicts in the community derived from the management or use of the water point? |
| Questions / Issues to highlight? |

1. **Nurse or Environmental Health technician - Individual interview**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Have you visited the project communities in the last years? If yes, when was the last time? Register date and location if possible. | | | | | | | |
| What kind of hygiene promotion activities have you carried out in the last years in the project area? | | | | | | | |
| Have you been trained or participated in some of the training hold by the project? | | | | | | | |
| What is your relationship with the PHAST groups in the communities at present? Are they active? Do they report to you? | | | | | | | |
| Have you noticed less cases of diarrhoea in the community? Would you have some statistics to share with us? | | | | | | | |
| Do you regularly collect data about that? Do you report it to the Environmental health officer at district level? | | | | | | | |
| Do you think the project has helped people in the communities to be less ill? How? | | | | | | | |
| Do you think that the project has reduced the health expenses in the communities? How is that? | | | | | | | |
| Are all sanitation facilities (latrine, handwashing station, dish-rack, rubbish pit, bath shelter) constructed under the project still functioning? If not, why. | | | | | | | |
| Have you constructed more facilities since the project ended? Have you conducted more training? | | | | | | | |
| What is the facility with less coverage in the community? Why? | | | | | | | |
| Does your clinic its own water point? Has it been rehabilitated / constructed by the project? Can we visit it? | | | | | | | |
| Has the project also constructed sanitation facilities in the clinic? Can we visit them? | | | | | | | |
| Observation  Latrine type: | | Condition: functional / non functional | | Cleanliness: Dirty / clean | | Handwashing device: Yes / Not | |
| Has the clinic constructed more latrines since the project ended? What is the latrine type? | | | | | | | |
| Do you know if there is any type of regulation in the community about open defecation? | | | | | | | |
| Observation  Water point type: | Condition: functional / non functional | | Cleanliness: Dirty / clean | | Drainage: Yes / Not | | Fence: Yes / Not |
| Is it only used by the clinic? By who else? | | | | | | | |
| Have you had any major breakdown? | | | | | | | |
| Questions / Issues to highlight? | | | | | | | |

1. **Water and Health authorities (District level) – Individual interview**

|  |
| --- |
| What are your responsibilities in ensuring that communities have access to safe water, sanitation and good hygiene practices? |
| From 0 to 5, please score how effective was the partnership with the Red Cross in this intervention? Why is that score? |
| What was your involvement in the Red Cross WatSan project? Did you get involved in discussing an exit strategy for the project activities in the communities? |
| How relevant was the intervention in addressing the needs of the vulnerable people in your district? |
| Have you visited the project communities in the last years? What type of assistance have you provided? |
| What is in your opinion the major challenge that communities face in terms of sustainability of water and sanitation services? Are you aware of the CBM model used by the project in the communities? |
| Is the environment conducive to motivating key actors like you to perform their roles in sustaining water and sanitation services in the communities? |
| Are you aware of the situation of diarrhoeal diseases in the communities? |
| Would you recommend a different CBM approach than the one used in this project? If yes, can you describe it? |
| Are you aware of any possible conflict raised in the community as a direct result of the project intervention? |
| Are you aware of any possible negative effect directly derived from the project intervention? |

|  |
| --- |
| Questions / Issues to highlight? |

1. **Hand pump mechanic – Individual interview**

|  |
| --- |
| What is your role in the community as hand pump mechanic? |
| When were you trained? Have you got a refresher recently? |
| How many pumps are you responsible for? |
| Have you undertaken any repairs in the last years? |
| What equipment and tools do you have to carry out your work? |
| What are the common breakdowns? |
| Where do you access any spare parts? Are they easily accessible? Are you aware of the spare parts stocks in the districts? Have you accessed them at any point of time? |
| How much do you charge for your services? Is there a fix fee for hand pump repair services in the district? Do you have other jobs in addition to hand pump mechanic? |
| Have your work ever been supervised by the Water District authorities? |
| Are you in contact with other colleagues operating in the district? Any female hand pump mechanic? |
| How well do you work with water point committees (WPC) in your district? |
| How well do you work with the water authorities in your district? |
| What motivates you to remain as a hand pump mechanic in your village? |

|  |
| --- |
| Questions / Issues to highlight? |

1. **Community members & Women - FGD**

|  |  |
| --- | --- |
| **Questions** | **Probing questions** |
| How the project has changed people’s life in this community? | Is life better now than before the project? If yes, why is that? |
| So the project brought a new water point to the community, are you happy with the water point? |  |
| How far you walk now to fetch water? | How long does it take to fetch water now? How do you feel about that? |
| Activity: Draw up a clock in a paper and ask to the participants to indicate how many times they go to fetch water in the day, at what time and how long it takes. | |
| I noticed you walk less than before and that you probably have more spare time for yourselves, what do you do with you spare time? | Probably now you have more time for family interaction, is there anything good about it? |
| Do you have a WPC in your community? Is it active? | You said the WPC is active, are you satisfied with the job done by the WPC in your community? |
| How many of you are involved in the WPC activities? | I understood some of you are part of the WPC, how many of you have participated in O&M training activities? How does that help in your role? |
| I know some households pay for maintenance of the water points. How much do they pay? | How much money in total you have collected some far? |
| Activity: who does what? Show the participants a list of household chores, including water collection at the water point, and ask the participants to tick on those tasks that are performed by women, girls, men and boys. | |
| I have seen the latrines you have constructed as a result of the project activities. Does it feel good having a latrine at home? | Do all households in this community have a latrine? So there are some households without a latrine, why is that? |
| Can you explain how you wash your hands? When do you do it? | Is there something important about handwashing that I should know? |
| What do people do for living in this community? | What is the main economic activity in this community? For example gardening, brick making? |
| Has the project improved the productivity of your garden? | I understood you said the productivity has increased; do you get more money by the end of the month? How much? |
| If you get more money, how do you spend that money? | Can you mention new assets that you have bought recently? |
| Do you have less cases of diarrhoea in the community? | When was the last time a member in your family had diarrhoea? |
| Now that you have clean water in the community and children do not have diarrhoea, do you think that the project reduced your health expenses? | How much money do you spend per month in health services and medication? I guess you have some savings every month, what do you do with that money? |
| Is the PHAST group still active in your community? | You said the PHAST is active, are you satisfied with the job done by the PHAST group in your community? |
| How many of you are involved in the PHAST group activities? | What is the hardest topic to promote among your fellow community members? |
| How many children do you have? Do they go to school? | How many of your children go to school? Which grades? |
| I understood from the activity 2 that girls and boys in your community help with water collection, right?  I also understood now they have to walk shorter distance to the water point, and that they have more spare time, correct?  What do they do with the spare time? | Do they have now more time to spend in school? Do they play more? |
| Questions / Issues to highlight? | |

This FGD guide can be used with women, adding the following questions:

* Have you noticed any change on how household responsibilities are taken by women, men, girls and boys? In your opinion, is there any difference in responsibilities you can tell is attributed to the project activities?
* How many children do you have? Do they go to school? Probing: How many of your children go to school? Which grades?

1. **School pupils – FGD**

|  |  |
| --- | --- |
| **Questions** | **Probing questions** |
| Do you have a school health club in your school? Is it active? | How many of you are involved in hygiene promotion activities in school? How do you do it? |
| How does the work of the health club benefit you and your friends in school? | Are you friends happy with the activities of the health club in school? Why? |
| I understood some of you are part of the health club, how many of you have been trained by the Red Cross? How did that training help you in your role in the club? | Do you have hygiene promotion as part of your school curricula? |
| I saw you have a few blocks of new latrines in school, are you happy with them? | Who uses the new latrines in the school? Does it feel good having new latrines in school? |
| How do you contribute to clean the latrines? | Who clean the latrines? |
| Can you explain how you wash your hands? When do you do it? | If I am a new student in your school, is there something important about handwashing that I should know? |
| You mentioned you have buckets, jerry cans for handwashing, who is responsible for re-filling it with water during the day? Do you have soap? | Is there always water in the jerry cans? And soap? |
| Do you have a latrine at home? | How many of you have latrines at home? And how many of you use the bush system? |
| For those with no latrines at home, would you like to have a similar latrine of that in school in your house? | Have you talked to your parents about the possibility of having a similar latrine of that in school at home? |
| Do you have jerry cans for handwashing near the latrine at home? | Do you wash your hands at home in the same way than in school? |
| Questions / Issues to highlight? | |