# Getting Started with the Global WASH KAP Approach

If you are uncertain how to start using the global WASH KAP tools, this document will provide you with a brief summary of the most important points.

Keep in mind that all relevant tools and documentation are available in the WASH monitoring section of the UNHCR WASH site: http://wash.unhcr.org/. We encourage you to look at the website to find out more about any components of WASH KAP you are interested in.

## HOW TO PROCEED IF YOU ARE …

### a complete KAP survey beginner

Schedule a short one-on-one discussion with the UNHCR HQ WASH team or CartONG WASH KAP support team to provide you with an overview of the WASH KAP and discuss how you can get started. You will probably need an in-country training to master the whole approach.

### a KAP expert who has never used either Mobile Data Collection or the Global UNHCR KAP tools

Using Mobile Data Collection (MDC) and the global UNHCR KAP tools for your survey will help you collect better quality data more rapidly. You will also be able to get an overview of your KAP situation nearly instantaneously. Please refer to the section below on "How You Can Benefit from the Global WASH KAP Tools".

Transitioning to MDC and the global KAP tools can be a considerable change and should be planned thoroughly to ensure you don't encounter unexpected difficulties. After all, setting up MDC for the first time - while very beneficial - is more technical than the old paper-based approach.

The best way forward is to schedule a short one-on-one discussion with the UNHCR HQ WASH team or the CartONG WASH KAP support team to provide you with an overview of the implications of using MDC and to discuss how you can get started.

Depending on your existing skills, the MDC knowledge of your Information Management colleagues and your Implementing Partners and the time you have for self-learning, you can either use the documentation and remote support available to adapt the survey to your context and take advantage of the Global WASH KAP tools or request an in-country training to help you improve your skills and those of your team.

### a KAP expert who has experience using Mobile Data Collection and the Global UNHCR

## WHO'S WHO

**UNHCR WASH HQ team**

If you want general information on the WASH Monitoring System, KAP methodology or indicators, want to request in-country support. You can reach the WASH team at:

hqwash@unhcr.org

**CartONG**

CartONG is UNHCR's Information Management technical partner on WASH KAP. The organization has created the associated tools and documentation and provides support and training for KAPs using mobile data collection. In addition to the materials accessible on the WASH Monitoring page, CartONG can be contacted for further support. This includes email support, webinars for groups or one-on-one, regional and in-country face-to-face trainings. CartONG can organize tailored training sessions adapted to the proficiency level of your team. The CartONG WASH KAP support team can be contacted at:

wash-kap-tools-support@cartong.org

## READING MATERIALS

To get a general sense for how to carry out a KAP using mobile data collection, we recommend that you go through following materials:

**General information**
http://wash.unhcr.org/download/wash-kap-survey-module-0-general/
Explains everything you need to start to plan the survey: how to prepare your budget, the standard WASH paper questionnaire, and easy to implement guides to carry out robust and statistically sound surveys.

**Preparation**
http://wash.unhcr.org/download/wash-kap-survey-module-1-preparation/
This module guides you through the key elements of the MDC deployment (See "Checklist before deployment"), the prerequisites, how to choose your mobile devices, how to adapt the global form to the context of your camp and how to organize the data collection.

## THE TOOLS

Adaptable **Global WASH KAP Survey** for data collection (in XLSForm standard format), based on the standard paper form:
http://wash.unhcr.org/download/wa%20sh-kap-survey-module-1-preparation/

The **WASH KAP Excel Analyser** to automatically calculate KAP key indicators and produce ready-to-use graphs:
http://wash.unhcr.org/download/wash-kap-survey-module-4-analysis/

The **WASH KAP Mapper** visualises key indicators on a map:
http://wash.unhcr.org/wash-monitoring-system/wash-kap-mapper

# How You Can Benefit from the Global WASH KAP Tools

Annual Water, Sanitation and Hygiene (WASH) Knowledge, Attitude and Practices (KAP) surveys are critical to inform design, monitoring and implementation of WASH programmes for persons of concern to UNHCR. To increase efficiency, value for money and to reduce operational risks, UNHCR is providing a suite of standardized tools that help WASH staff all around the world to improve the speed and quality of data collection and analysis while retaining the flexibility to adapt to any local context. While primarily designed for UNHCR and its Implementing Partners, these tools can easily be modified to meet the needs of other humanitarian organizations.

## Benefits of using the global WASH KAP Tools

By using the global WASH KAP tools, you can take advantage of tried and tested best practice in survey design and analysis, while gaining time to use your expertise where you can make the biggest difference.

| With Global WASH KAP Tools | Without Global WASH KAP Tools |
|---|---|
| + Proven survey form design that is based on experience gained during WASH KAP roll-outs around the world. Survey questions are already optimized to reduce bias or misunderstandings. | - Some duplication of efforts unavoidable as forms and survey methodologies have to be developed from scratch. |
| + Staff can focus on customizing the survey to the local context while building on best practice. Customization options include adding languages, questions and constraints, modifying question types, and much more. | - Slower to deploy as more staff time needs to be invested in the design. |
| + Time spent coding the form is vastly reduced. | - Higher level of technical skills necessary to code all aspects of the forms. |
| + Key calculations for the main indicators - such as the quantity of collected water - are instantly performed in the form. | - Significant risk of unforeseen technical errors during all steps of the survey: form coding issues, definitional ambiguities and erroneous analyses. |
| + Ready-to-use Excel analysis and mapping tools. | - Less compatible with data from other contexts; difficult to ensure that key indicators are calculated consistently. |
| + During data collection, supervisors can use the analysis tool to evaluate the data each evening to identify errors or misunderstandings by enumerators. This allows for rapid adjustments, if necessary. | - Significant amounts of time need to be invested in developing analysis tools from scratch, frequently resulting in lower quality analysis. (In a 2019 survey, 50% of WASH KAP practitioners worldwide indicated that data analysis was one of their biggest challenges). |
| + Analysis can easily be used for institutional reporting; e.g.: data from WASH KAP main indicators are ready to be entered into iRHIS, the new UNHCR Health Information System. | - Comparing different camps or data from the same camp over time is challenging. |
| + Standardised approach facilitates comparison between locations, population groups and time periods. | - No instant ability to create maps of the key indicators with spatial dimensions. |
| + Optimized for mobile data collection with KoBo Toolbox. | - No possibility to easily compare the "declared" distance to UNHCR water points and the "as the crow flies" distance measured in the KAP mapper. |
| + Documentation that supports all phases of the WASH KAP survey, from planning and piloting to data collection and analysis. | - High risk that knowledge will be lost due to staff rotation. |

| + | Free remote support available in case of problems. | |
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## The tools

UNHCR's global WASH KAP tools include:

- a customizable form (based on the open XLS form standard) for mobile data collection.

- the offline "WASH KAP Excel Analyser" to calculate standard indicators and generate descriptive statistics and charts for all the questions in the form (including customized questions) with just three clicks.



*Screenshot from the WASH KAP Analyser. Core indicators are automatically calculated and compared with global standards. The tool also allows comparing datasets, which makes analysis over time or between different locations.*

- the online "WASH KAP Mapper" to instantly create analytical maps of the locations you are working in.
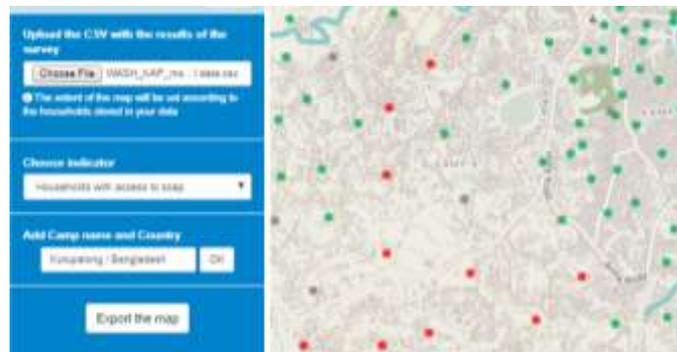


- extensive documentation to customize a survey, help train enumerators, develop a sampling strategy and all other key elements for rolling out a robust and statistically sound survey

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**You can access the global WASH KAP tools and supporting documentation at:**

**http://wash.unhcr.org/wash-monitoring-system/**

# WASH KAP Core Indicators

This document explains the household indicators that should be monitored on an annual basis using the standardized, global WASH KAP tools (see UNHCR WASH Monitoring System: http://wash.unhcr.org/).

## Main Indicators

### WATER QUANTITY

**1 - Average number of litres of potable water per person per day collected at household level:**

First, the number and volume in litres of the protected (covered) containers used to fetch water from improved sources the previous day is calculated based on how often each container was filled that day. Then, the total number of litres is divided by the number of people living in the household. Finally, the results of all households are averaged to obtain the indicator.

**2 - Percentage of households with at least 10 litres per person of protected water storage capacity:**

Calculates the protected (i.e.: covered) water storage capacity per person in every household. Then calculates the percentage of households who have at least 10 litres per person.

### WATER ACCESS

**3 - Average distance to water point (in meters) for the 2% of households with longest distance:**

For each household in the sample, the distance to their nearest water source is calculated based on the amount of time the interviewees say they need to go fetch water. This should include <u>only</u> the time spent going to the source and <u>not</u> the way back <u>nor</u> the time spent socializing on the way. The distance in meters is derived from the assumption that an average person walks 80 m per minute (Beware, estimating the time might be hard for some interviewees. If possible, the time should be verified physically).

This indicator calculates how many households would be included in the 2% of households with the longest distance to the nearest water point (based on total number of households surveyed). Then averages the distance for those households. If the sample has less than 50 households, then it returns the largest value only.

### WATER QUALITY

**4 - Percentage of households collecting drinking water from protected/treated sources:**

The enumerator asks for the main source of drinking water in the household. Answers are based on a predefined list of protected/treated water sources (1. Public tap/standpipe; 2. Handpumps/boreholes; 3. Water seller/kiosks; 4. Piped connection to house (or neighbor's house); 5. Protected spring; 6. Bottled water, water sachets; 7. Tanker truck from a protected source). The indicator shows the percentage of households collecting drinking water from safe sources.

### SANITATION

**5 - Percentage of households with family latrine or toilet:**

The enumerator asks whether a household uses a private latrine or toilet within the dwelling. Shared/public latrines are not taken into account.

## 6 - Percentage of households reporting defecating in a toilet or latrine:

Regardless of whether the household has a private toilet or not, the enumerator asks where household members – excluding children under 5 – regularly defecate. The percentage of those answering in "household latrine", "shared household latrine" or "communal latrine" is used to calculate the indicator. This can include communal facilities available to residents of the camp.

### HYGIENE

## 7 - Percentage of households with access to soap:

Enumerators ask respondents to show them the soap they have in the household. Those interviewees who show the item within a minute are considered to have access to soap.
The one-minute-rule ensures that the soap is on the premises and that it was not fetched from another household.

### SOLID WASTE

## 8 - Percentage of households with access to a solid waste disposal facility:

A solid waste disposal facility is considered to be any designated place where garbage can be thrown away in a safe way. Examples include communal or households pits or designated bins in the streets. The indicator is built from the percentage of households having access to and using such a facility.

### MENSTRUAL HYGIENE MANGEMENT

## 9 - Percentage of recipient women of reproductive age who are satisfied with their menstrual hygiene management materials and facilities:

One woman of reproductive age is selected as representing the household in terms of menstrual hygiene. Ideally, we would choose a woman that agrees to respond to Menstrual Hygiene questions per household - however if all women in the household refuse to answer, the household itself is considered as refusing to answer. This indicator will compute the percentage of women out of the total number of women who have consented to reply to questions (1 woman = 1 household), that have provided the following answers to questions that are asked:
- Would you rather have used another menstrual hygiene item? No.
- During your last menstrual period were you able to wash and change in privacy while at home? Yes.
- During your last menstrual period were you able to wash and change in privacy while at work or school? Yes or Not applicable (if woman does not go to school or work).
- Is toilet paper/cleansing water available where the women change their menstrual hygiene management products? Yes.

# Secondary Indicators

## 10 - Percentage of households with access to a specific hand-washing device:

What constitutes a hand-washing device is context-specific and has to be determined before data collection. Enumerators ask if there is a specific place/device, where family members wash their hands. According to local criteria, the indicator calculates the percentage of households with access to such an acceptable device/place.

## 11 - Percentage of respondents knowing at least three critical moments when to wash hands:

Enumerators ask interviewees to name at least three critical moments when it is important to wash hands. Answers should not be suggested. The indicator is built from the percentage of respondents naming at least three moments when is critical to wash hands.

## 12 - Percentage of households practising open defecation (including defecating in the bush at night):

The enumerator asks if adult members or children of the household sometimes defecate in the open – a total of three different questions on defecation where open defecation is a possible answer are asked during the interview. The indicator reports the percentage of households that answer at least once positively.

## 13 - Percentage of households having access to a bathing facility:

Enumerators ask interviewees to show them where the family baths are. The indicator calculates the percentage of the sampled households with access to a functioning facility within their home.