

Water Supply and Sanitation



Under Total Sanitation Campaign (TSC) District Project

Checklist for Baseline Survey

Department of Drinking Water
Ministry of Rural Development
Government of India

Introductory Note

Those districts, which have already received the 1st installment of funds of Government of India, baseline Survey (BLS) is to be conducted. From the current of financial year fund @ Rs.10 lakh is being given to interested districts to conduct baseline survey and submit detailed project report based on BLS findings. Such districts should conduct BLS immediately after the start up funds received. BLS gives the current status of sanitation coverage in the Individual Households, Schools, Anganwadi Centers, and Community Sanitary Complexes. Also reveals Knowledge, Aptitude and Practices of the community regarding sanitation and hygiene practices and information on incidence of water and sanitation related diseases.

This document contains checklist for conducting

- (a) **Household survey** – There are two forms at household level for conducting the baseline survey. The first one collects information about the hardware and it needs to be filled from every household and the second form for hygiene behavior in households need needs to be done on a sample survey basis.
- (b) **School/Anganwadi** - There are two forms for School/Anganwadi. The hardware form needs to fill the form from every rural school and Anganwadi on sample basis. The 2nd form on hygiene behavior on School/Anganwadi needs to be filled up on a sample basis. This information will be useful for development of Information, Education and Communication (IEC) of Total Sanitation Campaign and Water Supply programme

**Checklist for Baseline Survey
Household Schedule (Hardware facility)**

Checklist for baseline survey for household needs to be filled up from every household.

State District Block

Gram Panchayat Village Date of Interview

S.No	Name of Respondent	Category (APL/BPL)	Sanitation Facility						Water Supply				
			Toilet Facility		If the respondent has toilet		If the respondent does not have toilet		Source of Drinking Water				
			Y/N	Usage of toilet (Y/N)	Purpose* for having toilet	Type of latrine**	Reasons for not constructing toilet	Interested in Toilet construction (Y/N)	Well	HP	Piped Water Supply	Pond/Surface Water	
1	2	3	4	5	6	7	8	9	10	11	12	13	

--	--	--	--	--	--	--	--	--	--	--	--	--

Note: * Purpose – Health (P) Hazard (H), Privacy (P), Convenience (C), dignity (D), Social Pressure (S), Others (O)

**** Type of Latrine** – Single Pit, Double Pit, VIP, Septic Tank

**Checklist for Baseline Survey
Household Schedule (KAP study)**

The checklist for household needs to be collected only from 3 sample GPs in each block, which can be selected randomly. About 25 households have to interviewed in each Gram Panchayat. All parts should be filled up for chosen households. This information will be useful for development of Information, Education and Communication (IEC) strategy and modules for effective implementation of Total Sanitation Campaign (TSC).

State District Block

Gram Panchayat Village Date of Interview

Part-1

S.No	Name of Respondent	Water and Sanitation Practices				
		Means of handling drinking water			Proper collection and storage of drinking water	Regular Scrubbing and washing of vessels
		Inserting hand	Long handle ladles	Other vessels	Yes/No	Yes/No
1	2	3	4	5	6	7

Part-2

S.No	Water and Sanitation Practices											
	Hand washing before eating					Hand washing after defecation					Composting of Garbage	Use of smokeless chulhas
	No	Yes				Yes/No	Yes/No				Yes/No	Yes/No
Soap			Yes/No	Water	Soap		Mud	Ash	Water			
8	9	10	11	12	13	14	15	16	17	18	19	20

Part-3

S.No	Disposal of solid/ liquid waste				Affected by water borne disease –1			Affected by water borne disease –2		
	Pit	Away from house	Outside the house	Other	Water and Sanitation related Disease	Adult	Children < 5 years	Water and Sanitation related Disease	Adult	Children < 5 years
21	22	23	24	25	26	27	28	29	30	30

**Checklist for Baseline Survey
School and Anganwadi (Hardware facility)**

The data needs to be collected from every rural School both government and private covering all category (Primary, Secondary and Higher secondary). This checklist can also be used to collect data from Anganwadi centers functioning in both (government or private building)

State District Block

Date of Interview

Part-1

S.No	Name of the School/Anganwadi	Gram Panchayat	Type of School	Category of School/Anganwadi*	No of students in School/Anganwadi			No of teachers in School	
			Govt./ Private/ Govt. Aided		Boys	Girls	Total	Male	Female
1	2	3	4	5	6	7	8	9	10

Note: * **Category of school** – Primary (P), Secondary (S) and Higher Secondary (HS)
Category of Anganwadi– Government building (G) and Private building (P)

Part-2

S.No	Drinking Water Facility	Toilet Facility in School/Anganwadi	No of toilet blocks in School*		No of urinals in Schools**		No of lavatory in Schools**		Hand washing facility in School/Anganwadi	Type of hand washing facility in School/Anganwadi
	Yes/No		Yes/No	Boys	Girls	Boys	Girls	Boys	Girls	
11	12	13	14	15	16	17	18	19	20	21

Note: * **Toilet blocks** – A toilet block consists Urinal, lavatory and hand washing facilities

** **Urinals** and **Lavatory** – subset of toilet block and should be counted separately

Checklist for Baseline Survey for School/Anganwadi (KAP Study)

The data for checklist for baseline survey for School/Anganwadi needs to be collected from rural schools/anganwadi using a sample survey of about 5 percent Schools/anganwadi in each block which can be randomly selected, keeping in mind the different category of schools (Primary, Secondary and Higher Secondary and anganwadi functioning in both government and private building. This information will be useful for development of Information, Education and Communication (IEC) strategy and modules for effective implementation of Total Sanitation Campaign (TSC).

- 1. Name of the school/anganwadi
- 2. Name of the village
- 3. Name of Gram Panchayat
- 4. Name of Block
- 5. Name of the District
- 6. Date of Interview
- 7. Category of School /Anganwadi
 - School: (Primary, upper primary, middle and higher)
 - Anganwadi: (Government, Private)
- 8. Name of the headmaster of the School/Anganwadi worker
- 9. No of shifts and students in the school/anganwadi

Shifts	Boys, Girls and Co-ed	No of Students	No of Teachers

Shift 1			
Shift 2			

10. Schoolyard, compound and classroom clean? (*Free from visible garbage on ground and in classroom, classrooms with waste containers, solid waste disposed away from school*) (Yes/No)

Water

11. Is there water facility within the school premises/anganwadi (Yes/No)

12. Is there a functioning water point within the school area/anganwadi? (Yes/No)

13. Is there a public water point within 100 meters of the school/anganwadi? (Yes/No)

14. Is the water apparently of drinking quality at the water point? (Yes/No)

15. Is there water storage facility in the school/anganwadi? (Yes/No)

16. Type of water storage facility

1.	
2.	
3.	

17. Are there ladles or cups with handles used by children and teachers for taking the drinking water? (Yes/No)

Sanitation

18. Are there toilets in the School premises/anganwadi? (Yes/No)

19. Provision of sanitation facility (in numbers) in School/anganwadi

	Girls	Boys	Total
Toilets			
Urinals			
Lavatory			

20. If it is a co-ed school, provision of separate toilets for girls (Yes/No)

21. Are the toilets and urinals clean? (*Free from visible garbage, faecal matter on floor, smell not too bad enough to stop use, no puddles, not too many flies*) (Yes/No)

Comments

22. Is there water storage facility and mug inside or beside the toilets? (Yes/No)

23. Do teachers have separate latrines in School? (Yes/No)

24. On what day(s) is the toilet cleaned in School/Anganwadi?

25. Who cleans the toilets

26. Are the toilets easy to open or kept in lock and key in School? (Yes/No)

27. Is there any hand washing facility in the school in School/Anganwadi? (Yes/No)

28. Type of hand washing facility in School/Anganwadi? (*washbasin, hand pump, water stored in a bucket or any vessel, washing space, others*)

1.
2.
3.

29. Have the teachers/Anganwadi of this school been trained in hygiene education? (Yes/No)

30. What and how are the resource generated for soaps, mugs, buckets etc?

31. Have the teachers/Anganwadi worker taught anything about hygiene (*safe water, household sanitation, p**giene*)?

32. Status of institutions associated with the school water supply and sanitation

Institutions	Key Role	Active (Y/N)	Frequency of Meeting	Contributions <i>(Financial, Monitoring, etc),</i>
SMC				
PTA				
WWSC				
Gram Panchayat				

33. Which are the common water borne and sanitation related disease prevalent among children in school and anganwadi? (Last one year record)

(Diarrhea, Dysentery, Typhoid, Cholera, Malaria, Others)

1.
2.
3.

34. Has there been regular health check ups in the school? (Y/N) (Last two year record)

35. Has the de-worming process been taken up in the school? (Y/N)

36. Do the children have health Index card? (Y/N)

37. What are the enrollment, attendance and dropout rate among students? (Last two years)

	Enrollment	Drop out	Attendance
Girls			
Boys			
Total			

38. Is there any school based monitoring system? (Y/N)

--

