



UN-Water Global Analysis  
and Assessment of Sanitation  
and Drinking-Water

## **GLAAS 2016 Country Survey**

*Implementation plan*



**World Health  
Organization**



# GLAAS 2016 overall proposed process

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- Data collection will be **until 1 October 2016**
- Appoint a **National GLAAS Focal Point** to lead the process through the WHO Regional Adviser
- **GLAAS workshop/key stakeholder meeting**
  - As GLAAS covers more topics, countries will likely need to involve more ministries – Ministry of Health, Education, Finance, Water, National Bureau of Statistics, Civil Society Organizations (CSOs), development partners, etc.
- **GLAAS 2017 report** with a focus on finance will be published in early 2017 in preparation of the Sanitation and Water for All (SWA) High-Level meeting (April 2017)
- **Regional and country highlights** using GLAAS 2016 data will be developed
- If you need any assistance, please contact the GLAAS team at [glaas@who.int](mailto:glaas@who.int)

# A. Country processes – suggested steps

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1. Decision by the Government to participate in the GLAAS 2016 cycle
2. Country identifies a national multi-stakeholder working group and a Focal Person
3. Country identifies the needs (e.g. per diems, etc)
4. Country develops a response to the GLAAS survey, including a multi-stakeholder review of the data
5. Government verifies the data and signs off

## B. GLAAS: regional and country linkages

What	How	Actor
Longer term engagement at the national level	<ul style="list-style-type: none"> <li>Establish a country focal point to assist feeding GLAAS analysis back into national planning and reporting processes</li> <li>Share GLAAS at national level with donors</li> </ul>	WHO/UNICEF
Deeper engagement with stakeholders at national level	<ul style="list-style-type: none"> <li>Organise national-level meeting for Government to decide on key issues identified by the GLAAS</li> <li>Identify national fora and national plans where GLAAS findings and analysis will be reported and actioned (collaboration with USAID WALIS project)</li> </ul>	GLAAS team and Regional Facilitator research/ Scoping
Improve the efficiency of the process	<ul style="list-style-type: none"> <li>GLAAS to collaborate with countries liaising with government departments</li> <li>Link into nationally-owned processes like Joint Sector Reviews</li> </ul>	GLAAS team could provide remote support through emails, webinars, calls and letters
Improve the validation of findings	<ul style="list-style-type: none"> <li>Engage with countries on key issues of questionnaire development, analysis and findings (could be done in collaboration with USAID WALIS project)</li> <li>Reduce reliance on survey and more use of in-country experts/validation by in-country experts and multi stakeholder meetings</li> </ul>	GLAAS team and Regional Facilitator perhaps via webinar
Enhance the national profile of GLAAS	<ul style="list-style-type: none"> <li>Organise workshops (with support of internal or external consultants) to increase technical knowledge and understanding of GLAAS objectives, survey and output</li> <li>Develop a GLAAS national highlight</li> </ul>	GLAAS team and Regional Facilitator
Enhance the regional profile of GLAAS	<ul style="list-style-type: none"> <li>Develop GLAAS regional profile to identify regional cross-cutting sector issues</li> </ul>	GLAAS/ Regional Facilitators might attend sector events, papers and presentations

## C. Proposed country process

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### 1. Series of introductory meetings

- i. Meeting between WHO office and Regional Facilitator
- ii. Regional Facilitator (+ GLAAS team member if possible) meets government representatives
- iii. Other sensitisation meetings with key stakeholders
- iv. Decision by the government to participate in GLAAS
- v. Government identifies a National Focal Person within a lead ministry or department
- vi. Focal Person identifies the resource needs (Funds will be made available on the basis of a brief work plan with a clear justification and a budget estimate).

## C. Proposed country process (continued)

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### 2. Preparatory process for data collection

- i. Regional facilitator collects soft or hard copies of all relevant sector documents e.g. policy, strategy and plans, SWA HLM commitments (if any)
- ii. Regional facilitator works with the Focal Person to produce a short sector-mapping note (i.e. sector governance, key donors, main implementers, budgets, activities/ approaches, institutional arrangements for rural and urban; water sanitation and hygiene, dates of Joint Sector Reviews, Working Groups etc.)
- iii. Regional Facilitator and National Focal Person identify a national multi-stakeholder working group
- iv. Government and Sector Working Group identify key areas of mutual interest in the GLAAS survey

## C. Proposed country process (continued)

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### 3. Kick-off workshop

- i. Kick off workshop - Presentation of GLAAS to government, donors and other sector stakeholders
- ii. Regional facilitators assist in national workshop preparation, facilitation and/or implementation
- iii. GLAAS team in Geneva standardise the preparatory process for instance by providing information packs for each Regional Facilitator including a standard set of workshop materials:
  - PPT: Introduction to GLAAS 2016
  - Survey tool: finance focused and full GLAAS
  - Detailed guideline for completing the GLAAS survey
  - Feedback form for the Country Facilitator and the Focal Point
  - Pack of GLAAS products for the kick-off workshop and other sensitisation meetings (e.g. previous GLAAS reports)

## C. Proposed country process (continued)

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### 4. Data collection

- i. National Focal Person coordinates a response to the GLAAS preferably with support from the multi-stakeholder group
- ii. Regional facilitators act as the main GLAAS contact point and help desk for National Focal Persons concerning questions on the survey

### 5. Data presentation and validation

- i. Validation workshop: Findings are presented back at a multi-stakeholder meeting and decision made on how GLAAS findings will be actioned
- ii. The results are reviewed by the Regional Facilitation Team and the GLAAS Team in Geneva and may be sent back to the National Focal Person for more information or clarification to ensure data quality. A nominated person within the GLAAS team in Geneva could provide quality assurance at the country or regional level

### 6. Sign-off

- i. Government verifies the data and signs off

### 7. Feedback

- i. Data is analysed, made available on-line and country briefing reports are produced
- ii. Regional facilitator + National Focal Person evaluate the process and feedback to GLAAS team



# GLAAS survey – additional forms to be submitted

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- **Data release consent form**

- Country level GLAAS data may be included in the report and online.
- Lead ministry should sign the form.

- **Data collection process form**

- As the GLAAS process should involve a number of different stakeholders, GLAAS would like to see who was involved.
- This helps for GLAAS to better understand the processes at country level.

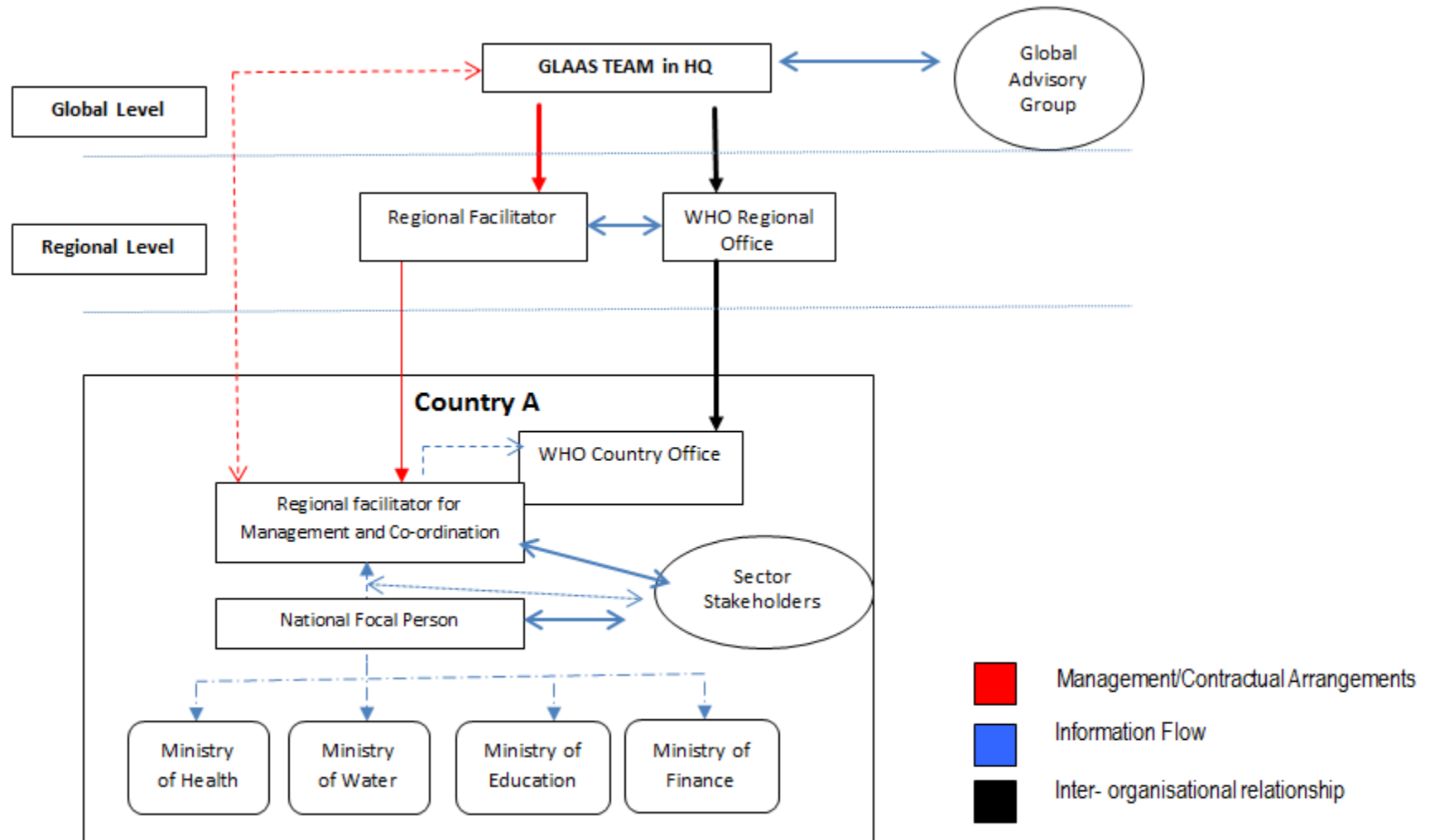
- **Country feedback form**

- GLAAS is a tool for countries, so GLAAS would like feedback on the survey and process.
- This helps to improve GLAAS each cycle.

# Proposed description of work and timeline

Description of Work	Deliverables	Completion date*	Instalments (USD)
Series of introductory meetings	<ul style="list-style-type: none"> <li>Meeting between WHO office and Regional Facilitator</li> <li>Regional Facilitator (+ GLAAS team member if possible) meets government representatives</li> <li>Other sensitisation meetings with key stakeholders</li> <li>National Focal Person identified</li> </ul>		
Preparatory process for data collection: Convene a meeting of the GLAAS national team to start the data collection process of the GLAAS survey.	<ul style="list-style-type: none"> <li>GLAAS survey 2016 4<sup>th</sup> cycle translated into local language as needed.</li> <li>Tentative work plan identifying contributors to the GLAAS survey.</li> <li>Meeting report that includes country data collection plan.</li> </ul>		
Kick-off meeting: Convene the first National Stake holder Meeting to launch the GLAAS 2016 4 <sup>th</sup> cycle country process and develop the work plan.	<ul style="list-style-type: none"> <li>A work plan for GLAAS country process including budget breakdown, resources, and distribution of workload and timeline to complete the country GLAAS process.</li> </ul>		
Data Collection: Complete the data collection and the GLAAS survey	<ul style="list-style-type: none"> <li>Completed GLAAS survey for review by stakeholders</li> </ul>		
Data presentation and validation: Convene the 2 <sup>nd</sup> National Stakeholder Meeting to verify and approve the completed GLASS questionnaire	<ul style="list-style-type: none"> <li>GLAAS survey verified and officially approved by the responsible authorities. Questionnaire review and quality assurance</li> </ul>		
Sign-off: Arrange official endorsement of the completed GLAAS survey by the responsible government authorities	<ul style="list-style-type: none"> <li>Endorsed GLAAS survey submitted to WHO country office.</li> </ul>		
Feedback: Contribute interpretation to the GLAAS 2016 country highlight in accordance with the predesigned template.	<ul style="list-style-type: none"> <li>Approved and endorsed Country Highlights</li> <li>For countries attending the SWA HLM - consider main issues to take to the SWA HLM and prepare paper for HLM preparatory process</li> <li>Convene a GLAAS Dissemination Meeting at Country Level to present the Country Sector Profile and capture lessons learned</li> <li>A meeting report on lessons learned.</li> </ul>		

# GLAAS 2016 diagrammatic process possibility



Other key stakeholders to be involved: National Bureau of Statistics, CSOs, development partners, etc...



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**Thank you!**

*For additional information or assistance  
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