

# WHO Sanitary Inspections for Sanitation Systems

## I. GENERAL INFORMATION

### A. Location

Provide the following information on the location of the toilet facility.

A1. Village/town	_____	A5. GPS coordinates	_____
A2. District	_____	A6. Householder name	_____
A3. Province	_____	A7. Contact no.	_____
A4. State	_____	A8. Inspector name/ID	_____

### B. Setting

The following factors describe the potential for risks or challenges to be present in the local area surrounding the toilet. Select the appropriate level for each setting factor based on the descriptions provided.

Risk	Low	Med.	High
<b>B1. Population density – Density of people living in the immediate area</b> <ul style="list-style-type: none"> <li><b>Low</b> – Rural or low-density settlement with significant open space between houses – sufficient space for a properly functioning pits or septic system with soak pit or leach field</li> <li><b>Medium</b> – neighborhood, small town or village center - dwellings are spaced far enough apart to accommodate pits or septic tanks but many are too close together for proper soak pit or leach field or space to dig additional pits to bury faecal sludge.</li> <li><b>High</b> – urban areas with multistory buildings and houses with minimal open land between them – not enough land area for a properly functioning septic system and soak away and no space to dig additional pits to bury faecal sludge</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B2. Difficulty accessing the toilet – How difficult is it for a service provider to access the toilet to remove sludge using a manual or motorized emptying method</b> <ul style="list-style-type: none"> <li><b>Low</b> – the pit / septic tank is easy to reach by truck or gulper device; access is available through a removable cover</li> <li><b>Medium</b> – the pit / septic tank can be reached but with some degree of difficulty due to the location or the design of the tank</li> <li><b>High</b> – household is difficult to reach by truck due to high density or narrow streets; or, the pit / septic tank itself is <b>difficult to</b> access due to its location on the property or lack of a removable cover</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B3. Reliance on groundwater used for drinking – the potential for local groundwater sources to be contaminated by inadequate sanitation and fecal sludge management practices</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Risk	Low	Med.	High
<ul style="list-style-type: none"> <li>- <b>Low</b> – households in this area do not use groundwater for drinking</li> <li>- <b>Medium</b> – groundwater is used in the area but the sources used for drinking and bathing are located far away and are well-protected</li> <li>- <b>High</b> – households in this area use shallow groundwater (dug wells, tube wells, springs)</li> </ul>			
<b>B4. Water scarcity</b> – Insufficient water supply for sanitation purposes (such as toilet flushing and cleaning, anal cleansing, hand hygiene, etc.) during all or part of the year <ul style="list-style-type: none"> <li>- <b>Low</b> – Most households have sufficient water year-round for toilet flushing and cleaning, anal cleansing and hand hygiene, or do not require water for sanitation purposes</li> <li>- <b>Medium</b> – Water is scarce during the dry season or due to frequent outages</li> <li>- <b>High</b> – Water is scarce most of the year and households do not have enough for flushing or cleansing</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B5. Risk of flooding</b> – Frequent and severe floods that could cause damage or washout (a breach or overflow due to flooding) to sanitation facilities <ul style="list-style-type: none"> <li>- <b>Low</b> – Flooding does not typically occur in the area</li> <li>- <b>Medium</b> – Flooding that caused damage or washout to structures has occurred within the past 5 years</li> <li>- <b>High</b> – Flooding that caused damage or washout has occurred within the past year or usually occurs every year</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B6. Soil hardness (rocky soil)</b> – Hard or rocky soil that makes it difficult to dig <ul style="list-style-type: none"> <li>- <b>Low</b> – Soil is sandy or loamy and pits are easy to dig using hand tools</li> <li>- <b>Medium</b> – Clay or rocky soil that makes it slow to dig by hand tools</li> <li>- <b>High</b> – Rocky soil or shallow bedrock layer makes it difficult or impossible to dig without using heavy machinery</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B7. Soil impermeability</b> – Inability for water to drain or seep into the soil <ul style="list-style-type: none"> <li>- <b>Low</b> – Water drains rapidly into the soil (sand, gravel, fractured rock)</li> <li>- <b>Medium</b> – Water drains slowly into the soil (silty soil, mixed clay / sand / loam)</li> <li>- <b>High</b> – Water drains very slowly or not at all into the soil (mostly clay, rock formations)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Raw score total</b>	___/ 7	___/ 7	___/ 7
<b>Weighting</b>	1	2	3
<b>B8. Total (sum of weighted scores) (minimum 7, maximum 21)</b> (7-10 low, 11-16 medium, 17-21 high)	_____/21		

## II. SANITATION SAFETY INSPECTION

### C. System type and use

#### C1. Observe the type of sanitation facility

*If 'Flush' probe: Where does it flush to? (refer annexes for system drawings and risk factors)*

<b>At least basic</b>		
<input type="radio"/> Flush to piped sewer system	<input type="radio"/> Twin pit latrine with slab	<input type="radio"/> Composting toilet
<input type="radio"/> Flush to septic tank	<input type="radio"/> Ventilated improved pit latrine	<input type="radio"/> Container based sanitation
<input type="radio"/> Flush to pit latrine	<input type="radio"/> Pit latrine with slab	
<input type="radio"/> Flush to twin pits		
<b>Unimproved or other</b>		
<input type="radio"/> Flush to open drain	<input type="radio"/> Pit latrine without slab / open pit	<input type="radio"/> Hanging toilet / hanging latrine
<input type="radio"/> Flush to don't know where		<input type="radio"/> Other (specify) _____
<i>None If C1 is 'no facility' or 'observation not possible', the inspection cannot be completed. End the survey here.</i>		
<input type="radio"/> No facility	<input type="radio"/> Observation not possible	

#### C2. Users

*Question user on the number of households using the facility and the number of people in each household to calculate the total number of users.*

Number of households served by this facility	_____
Total number of users	_____
Number of users with physical disability	_____

## D. Toilet and containment risks

Category	Risk			Corrective action (select all that apply)	
	None/ Low	Minor	Major		
<b>D1. Security and privacy</b>					
Ingress of rainwater may cause the pit to fill up and overflow. Animals, rodents, insects, etc. entering the toilet and/or pit can damage the facility and carry excreta to the community. A door lockable from the inside and a working light will help provide privacy and security to the user.					
<b>1a. What is the condition of the toilet superstructure?</b> The toilet superstructure or enclosure refers to the walls, roof, and door of the toilet. Ingress of rainwater may cause the pit to fill up and overflow. Animals, rodents, insects etc. entering the toilet and/or pit can damage the facility and carry excreta to the community.	<input type="radio"/> No problems observed	<i>Household toilet</i> <input type="radio"/> Incomplete <input type="radio"/> Damaged	<i>Shared toilet</i> <input type="radio"/> Incomplete <input type="radio"/> Damaged <input type="radio"/> Absent or missing	<input type="radio"/> None <input type="radio"/> Repair existing superstructure <ul style="list-style-type: none"> <li><input type="radio"/> Roof</li> <li><input type="radio"/> Walls</li> <li><input type="radio"/> Door</li> <li><input type="radio"/> Other (specify)_____</li> </ul>	
<b>1b. Does the design of the toilet prevent other people from seeing what someone is doing when they use it?</b>	<input type="radio"/> Yes	<i>Household toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<i>Shared toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Install visual barrier <ul style="list-style-type: none"> <li><input type="radio"/> Curtain/blind/shutter</li> <li><input type="radio"/> Wall</li> <li><input type="radio"/> Door</li> <li><input type="radio"/> Other (specify)_____</li> </ul>	
<b>1c. Does the toilet provide security to the intended users?</b> A door that can be locked from the inside and a working light will help provide security.	<input type="radio"/> Yes	<i>Household toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<i>Shared toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Install lock <input type="radio"/> Install light <input type="radio"/> In assistance for users with physical disability <ul style="list-style-type: none"> <li><input type="radio"/> Handrail</li> <li><input type="radio"/> Wheelchair access</li> </ul>	
<b>D2. Toilet cleanliness</b>					
If the toilet is not kept clean, the users may be exposed to excreta when using the toilet and/or this may discourage toilet use.					
<b>2a. Is the toilet dirty with visible excreta on surfaces?</b> If the toilet is not kept clean, the users may be exposed to excreta when using the toilet and/or this may discourage toilet use.	<input type="radio"/> No	<i>Household toilet</i> <input type="radio"/> Yes <input type="radio"/> Don't know	<i>Shared toilet</i> <input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Household cleaning products & schedule <input type="radio"/> Shared or public supply of cleaning products & schedule.	
<b>2b. Is water available for toilet cleaning and flushing?</b> <i>(C1 flush toilets only)</i>	<input type="radio"/> Yes		<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> Install water supply (specify type)_____	

Category	Risk			Corrective action (select all that apply)	
	None/ Low	Minor	Major		
<b>D3. Handwashing facilities</b>					
Handwashing facilities consist of the presence of water and soap. They may be fixed or mobile and include a sink with tap water, buckets with taps, tippy-taps, and jugs or basins designated for handwashing. Soap includes bar soap, liquid soap, powder detergent, and soapy water.					
<b>3a. Is there a handwashing facility inside or near the toilet?</b>  A handwashing facility is a fixed or mobile device designed to contain, transport, or regulate the flow of water to facilitate handwashing. They may be fixed or mobile and include a sink with tap water, buckets with taps, tippy-taps, and jugs or basins designated for handwashing. To be considered near the toilet, the handwashing facility should be located within 5 meters.	<input type="radio"/> Yes	-	<input type="radio"/> No <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Install handwashing facility. Suggested facility: <ul style="list-style-type: none"> <li><input type="radio"/> Bucket and scoop</li> <li><input type="radio"/> Tippy tap</li> <li><input type="radio"/> Sink piped from nearby water supply</li> <li><input type="radio"/> Other (specify) _____</li> </ul>	
<i>If 3a is Yes:</i>  <b>3b. Is water available at the handwashing facility?</b>  Verify by turning on the tap or checking the basin, bucket, or water container for the presence of water.	<input type="radio"/> Yes	-	<input type="radio"/> No <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Repair water supply (e.g. taps, pipes) (specify): _____ <input type="radio"/> Install water supply:(specify type): _____ <input type="radio"/> Other (specify) _____	
<i>If 3a is Yes:</i>  <b>3c. Is soap or detergent available at the handwashing facility?</b> Soap may include bar soap, liquid soap, powder detergent, or soapy water. Ash, soil, sand, or other traditional handwashing agents are less effective and do not count as soap.	<input type="radio"/> Yes	<i>Household toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<i>Shared toilet</i> <input type="radio"/> No <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Ensure regular supply of soap or detergent	
<b>D4. Flies, insects and rodents</b>					
Flies, insects and rodents can carry disease from the excreta in the pit/container/tank to the local community.					
<b>4a. Can flies and other insects easily enter and leave the pit/container/tank?</b>	<input type="radio"/> No	-	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Install fly, insect, rodent barrier <ul style="list-style-type: none"> <li><input type="radio"/> Screen on vent</li> <li><input type="radio"/> Screen on windows</li> <li><input type="radio"/> Lid</li> <li><input type="radio"/> Repairs (refer 5 and 6 below)</li> <li><input type="radio"/> Other (specify) _____</li> </ul>	

Category	Risk			Corrective action (select all that apply)
	None/ Low	Minor	Major	
<b>D5. Damage</b> If any part of the toilet or containment (i.e., slab, pit, septic tank, connection and outlet pipes) are damaged, cracked or unstable there is a risk of leaks, access for flies, insects and rodents and collapse during use or emptying. <i>If C1 is Pit latrine without slab / open pit, then mark this risk as present and skip the questions in this section.</i>				
<i>If C1 is flush to pit latrine, flush to twin pits, pit latrine with slab, twin pit latrine with slab, ventilated improved pit latrine, or composting toilet:</i> <b>5a. Is the cover of the pit or the slab cracked or damaged?</b>	<input type="radio"/> No	-	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Repair slab/pan/pedestal <input type="radio"/> Replace slab/pan/pedestal <input type="radio"/> Other (specify) _____
<i>If C1 is flush to pit latrine, flush to twin pits, pit latrine with slab, twin pit latrine with slab, ventilated improved pit latrine, or composting toilet:</i> <b>5b. Are the side walls of the pit damaged or collapsed?</b> If the walls are not stable, there may be a risk that the pit will collapse putting users and sanitation workers at risk (e.g. falling into pit or pit collapse during emptying).	<input type="radio"/> No	-	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Line pit <input type="radio"/> Repair pit lining <input type="radio"/> Relocate and construct new lined pit <input type="radio"/> Other (specify) _____
<i>If C1 is flush to piped sewer system, flush to septic tank, flush to open drain, flush to elsewhere, flush to don't know where:</i> <b>5c. Is there visible damage to the septic tank /pit / outlet pipes, such as cracks, corrosion, deformation, or leakage?</b>	<input type="radio"/> No	-	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Repair cracks and damage to tank <input type="radio"/> Repair damage to pipes <input type="radio"/> Other (specify) _____
<i>If C1 is Container-based sanitation:</i> <b>5d. Are the toilet and cartridges poorly maintained with broken components, visible cracks or defects in the side walls?</b> If the walls are cracked, there may be a risk that the cartridge will leak exposing users, sanitation workers, and the local community to excreta.	<input type="radio"/> No	-	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Replace cartridge <input type="radio"/> Other (specify) _____

## D6. Surface water and ground contamination

If effluent is flowing to an open drain, water body, or open ground, then the local community may be exposed to excreta.

*Note: if C1 is flush / pour flush to open drain, or hanging toilet / hanging latrine, then mark this risk as present and skip the questions in this section.*

<p><b>6a. Is there any evidence of leakage or overflow to the surrounding area from the toilet or the containment?</b></p> <p>Evidence may of leakage may include ponds of effluent, damp earth, or lush vegetation nearby.</p>	<input type="radio"/> No	<p>-</p>	<input type="radio"/> Yes <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Empty faecal sludge and transport to treatment offsite <input type="radio"/> Empty faecal sludge and safely bury nearby <input type="radio"/> Repair or replace slab/pan/pedestal (refer 5a) <input type="radio"/> Repair cracks and damage to tank <input type="radio"/> Repair damage to pipes <input type="radio"/> Other (specify) _____
<p><i>If C1 is one of: Flush / pour flush to septic tank, Flush / pour flush to pit latrine, Flush / pour flush to twin pits, or Other (specify):</i></p> <p><b>6b. Does the tank or pit have an outlet pipe for liquid effluent?</b> Outlet is an external pipe through which liquid effluent from the containment is discharged.</p>	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Unable to observe	<p>-</p>
<p><i>If 6b is Yes:</i></p> <p><b>6c. Where does the outlet pipe discharge to?</b></p>	<input type="radio"/> Leach field or soak pit <input type="radio"/> Sewer or closed drain that leads to a wastewater treatment plant (WWTP)	<p>-</p>	<input type="radio"/> Sewer or closed drain that leads to a water body (canal, river, pond, etc.) <input type="radio"/> Open drain <input type="radio"/> Water body or the ground surface <input type="radio"/> Land or gardens used to grow food crops <input type="radio"/> Sewer or closed drain that leads to unknown place (don't know where) <input type="radio"/> Other (specify): _____ <input type="radio"/> Don't know	<input type="radio"/> None <input type="radio"/> Install leach field or soak pit away for infiltration to soil <input type="radio"/> Connect outlet to nearby sewer <input type="radio"/> Connect outlet to covered drain <input type="radio"/> Repair cracks and damage to tank and pipes (refer 6a) <input type="radio"/> Ensure thorough washing and cooking of produce grown using liquid effluent

ASSESSMENT SUMMARY		
<i>(Duplicate copy to be left with householder)</i>		
<b>A. Location</b>	Village/town _____ (A1) _____ District _____ (A2) _____ Province _____ (A3) _____ State _____ (A4) _____	GPS coordinates _____ (A5) _____ Householder name _____ (A6) _____ Contact no. _____ (A7) _____ Inspector name/ID _____ (A8) _____
<b>B. Setting risk score</b>	_____ / 21 _____ (7-10 low, 11-16 medium, 17-21 high)	
<b>C. System type and use</b>	Type of facility: _____ (C1) _____ Number of households _____ (C2) _____	Total number of users: _____ (C2) _____ Number of users with physical disability: _____ (C2) _____
<b>D. Toilet and containment risks</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> <b>Pass</b> - no risks detected and no corrective action needed </div> <div> <input type="checkbox"/> <b>Pass (conditional)</b> - subject to correction of minor risks </div> <div> <input type="checkbox"/> <b>Fail</b> - major risk(s) detected for corrective action above.   <input type="checkbox"/> <b>Fail</b> – risks are too major for repair. Abandon and construct a new facility. </div> </div>		
<b>Corrective actions needed and suggested service providers to assist:</b>  (e.g., Hardware (slabs, pans, pipes, fittings, tanks), toilet construction, faecal sludge emptying and transport, water supply installation)	Corrective actions needed: <i>(Insert from D1-6):</i> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____	Service provider(s) (if applicable): _____ _____ _____ _____ _____
<b>Due date for reinspection of corrected actions:</b>	_____ dd/mm/yyyy _____	