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**Activity planning and reporting guidance**

Humanitarian Response Plan 2018

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| **SO1 - Restore or maintain sustainable water and sanitation systems to improve public health and resilience** |
| **TA1 - Provision, rehabilitation and maintenance of water supply systems for affected populations** |
| **activity** | **1. Provide operational support to water supply systems**Support to keep water supply systems operational, including provision of fuel, electricity hotline or incentives for key staff. This is usually a continuous activity.  |
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| indicator | estimated # of people served by operational support to water supply systemsCount the estimated number of people connected to the part of the water network or system that is being supported. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from GARWSP or the water management committee.  |
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| **activity** | **2. Provide spare parts and maintenance for water supply systems**Support with spare parts and other maintenance activities for water supply systems, such as filters, oil, etc. This is often a one-off activity and spares should last for a few months. Large and expensive equipment such a pumps and generators is not included here (covered under activity 3). |
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| indicator | estimated # of people served by provision of spare parts and maintenance for water supply systemsCount the estimated number of people connected to the part of the water network or system for which spares and maintenance is provided. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from GARWSP or the water management committee.  |
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| **activity** | **3. Repair, rehabilitate or augment water supply systems**Any repairs or rehabilitation activities, including provision of equipment (pumps, generators, chlorine injectors, etc.), repair of pipes or network, etc. The expansion of a network or system to connect new households. Protection of water sources (open well, unprotected spring, etc.).  |
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| indicator | estimated # of people served by repair, rehabilitation or augmentation of water supply systemCount the estimated number of people connected to the part of the water network or system where repair, rehab or augmentation is planned / completed. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from GARWSP or the water management committee.  |
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| **activity** | **4. Provide water disinfecting agents for water supply treatment**Support with water treatment chemicals, such as chlorine powder (NaDCC 55% or HTH 70%) for treatment of water supply networks. Any equipment for water treatment (chlorine gas or chlorine injection equipment) should be included in activity 3. |
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| indicator | estimated # of people served by provision of water disinfecting agents for water supply treatmentCount the estimated number of people connected to the part of the water network or system that is being chlorinated. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from GARWSP or the water management committee.  |
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| **activity** | **5. Water quality surveillance**Testing (one off) or continuous monitoring of water quality, including chemical, bacteriological and physical, as well as chlorine residual. The activity should be done after rehabilitation of water source to ensure water is safe for drinking, or before and after water treatment, to ensure effectiveness of the treatment. |
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| indicator | estimated # of people served by water quality surveillanceCount the estimated number of people connected to the part of the water network or system that is being monitored / tested. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from GARWSP or the water management committee. In case of HH level, count the number of household members for each household that  |
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| activity | **6. Institutional capacity building for LWC / training of water management committees**Training of LWC staff. Training of water management committees.  |
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| indicator | # of people reached with capacity building activitiesCount the number of people that participate and complete training activities. |
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| **TA2 - Provision, rehabilitation and maintenance of sanitation systems for affected populations** |
| **activity** | **7. Provide operational support to sanitation systems**Support to keep sanitation systems (sewage networks, waste water treatment plants etc.) operational, including provision of fuel, electricity hotline or incentives for key staff. This is usually a continuous activity.  |
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| indicator | estimated # of people served by operational support to sanitation systemsCount the estimated number of people connected to the part of the sanitation / sewage network or system that is being supported. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from local authorities in charge.  |
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| **activity** | **8. Provide spare parts and maintenance for sanitation systems**Support with spare parts and other maintenance activities for sanitation systems (sewage networks, waste water treatment plants etc.), such as filters, oil, desludging and cleaning of pipes, manhole covers, spares and maintenance for vacuum trucks, etc. This is often a one-off activity and spares should last for a few months. Large and expensive equipment such a pumps and generators is not included here (covered under activity 9). |
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| indicator | estimated # of people served by provision of spare parts and maintenance for sanitation systemsCount the estimated number of people connected to the part of the sanitation / sewage system for which spares and maintenance is provided. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from local authorities in charge.  |
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| **activity** | **9. Repair, rehabilitate or augment sanitation systems**Any repairs or rehabilitation activities, including provision of equipment (pumps, generators, vacuum trucks, etc.), repair of pipes or network, etc. The expansion of a network or system to connect new households.  |
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| indicator | estimated # of people served by repair, rehabilitation or augmentation of sanitation systemsCount the estimated number of people connected to the part of the sanitation / sewage network or system where repair, rehab or augmentation is planned / completed. For urban networks, get the information from Local Water Corporations or utilities. For rural networks or systems, get the information from local authorities in charge. |
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| **activity** | **10. Provide support for solid waste collection and disposal in urban areas**Any support to solid waste collection and disposal systems in urban areas (including small towns ˃ 50,000 people). This includes activities such as fuel provision, truck rental, incentives for workers, provision of protective equipment for workers, truck repairs, maintenance or provision of new trucks, provision of waste collection bins, etc.  |
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| indicator | estimated # of people served by support to solid waste collection and disposal in urban areasCount the estimated number of people living in the area that is covered by the solid waste collection system or services that are supported. Get the information from Cleaning Funds or local authorities in charge. |
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| **SO2 - Provide emergency and lifesaving WASH assistance to the most vulnerable so as to reduce excess morbidity and mortality** |
| **TA3 - Provision of emergency safe water supply to IDPs, vulnerable groups and other affected people** |
| **activity** | **11. Provide access to safe water through water trucking**Water trucking for vulnerable population (including IDPs, host community, cholera affected people, etc.). Minimum amount should be 15 litres of water per person per day. Water should be safe for drinking (chlorinated). The activity can be done in kind, or using vouchers or cash transfer, if appropriate.  |
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| indicator | # of people supported with access to at least 15 lpd of safe waterCount the number of people that receive at least 15 litres of safe water through water trucking. This is a continuous activity. Only provide the target for the total number of people benefitting for the duration of the water trucking. In case water is trucked to a communal water point, make sure that a clear beneficiary list is available and the water management committee is aware of the number of beneficiaries that benefit from the water point.  |
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| **activity** | **12. Provide communal water tanks / taps**Installation of a community water tank with tap stand, to provide access to water for vulnerable population (IDPs, host community, cholera affected people, etc.). The tank can either be filled through water trucking (link with activity 11) or by connecting it to an existing water source (link with activity 3). The activity is counted as a one-off activity.  |
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| indicator | # of people served by provision of communal water tanks / tapsCount the number of people that access the communal water tank / tap stand and that are able to access at least 15 litres of safe water per day. Make sure that a clear beneficiary list is available and the water management committee is aware of the number of beneficiaries that benefit from the water point.  |
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| **activity** | **13. Provide household water containers for safe water storage at household level**Distribution of household water containers that are clean, appropriate and allow safe storage of water (narrow necked and equipped with lid / top). In Yemen, preference is for jerry cans (20-10 litres). The minimum number of containers per household is 2x20 litres or 4x10 litres.  |
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| indicator | # of people provided with household water containersCount the number of people in the household that you target with household water containers, or who have received containers (when reporting to the cluster). Do not count number of households or number of containers. |
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| **activity** | **14. Provide water filters for household level water treatment**Distribution of water filters for household water treatment. This can include locally produced ceramic water filters, imported ceramic candle filters or other filter types (bio sand filters, etc). |
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| indicator | # of people provided with ceramic water filtersCount the number of people in the household that you target with water filters, or who have received water filters (when reporting to the cluster). Do not count number of households or number of water filters. |
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| **activity** | **15. Provide chlorine tablets for household level water treatment**Distribution of chlorine tablets for household level water treatment. This activity can be one-off or continuous for several months.  |
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| indicator | # of people provided with chlorine tabletsCount the number of people in the household that you target with chlorine tablets, or who have received chlorine tablets (when reporting to the cluster). Do not count number of households or number of chlorine tablets. |
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| **TA4 - Provision of emergency sanitation for IDPs, vulnerable groups and other affected people** |
| **activity** | **16. Household latrine construction**Construction of household latrines for vulnerable groups (IDPs, host community, cholera affected people, families at risk of malnutrition). This activity can focus on emergency latrine construction for displaced people, or to solve serious sanitation problems in communities affected by cholera or malnutrition. Depending on the socio-economic status of the household, different subsidy levels should be carefully considered. Provision of materials or cash for work approach could be a realist alternative to no-subsidy approach (CLTS) when households have limited capacity to construct latrines without support. In emergencies, IDP households can share 1 latrine with up to 3 households.  |
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| indicator | # of people supported with access to a safe and functioning latrineCount the number of people that you target with latrine construction or that access the latrine after construction (when reporting to the cluster). The latrine should be safe and functioning. Do not count the number of households or the number of latrines.  |
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| **activity** | **17. Household latrine rehabilitation / desludging**Rehabilitation or desludging of existing latrines to ensure toilets remain functional.  |
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| indicator | # of people served by rehabilitation / desludging of latrinesCount the number of people that access the latrine that is rehabilitated / desludged. Do not count the number of households or the number of latrines. |
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| **activity** | **18. Cleaning campaigns for IDPs, vulnerable groups and other affected communities**Any support to solid waste collection and disposal systems or support to cleaning campaigns in rural areas (≤ 50,000 people). This includes activities such as truck rental, incentives for workers, provision of protective equipment for workers, provision of waste collection bins, etc. |
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| indicator | estimated # of people served by cleaning campaignsCount the estimated number of people living in the area that is covered by the cleaning campaign or solid waste collection system that is supported. Get the information from local authorities in charge. |
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| **TA5 - Provision of adequate and appropriate hygiene items, community engagement for hygiene awareness, and capacity building of community volunteers** |
| **activity** | **19. Distribution of basic hygiene kits**Distribution of basic hygiene kits to displaced households and hosting communities. The basic hygiene kit should meet WASH cluster minimum standards and be accompanied by hygiene promotion (counted as separate activity - 23). Distribution of basic hygiene kit should be followed by distribution of hygiene consumables (activity 20).  |
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| indicator | # of people provided with a basic hygiene kitCount the number of people in the household that you target with basic hygiene kits, or who have received basic hygiene kits as per cluster standards (when reporting to the cluster). Do not count number of households or number of basic hygiene kits. |
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| **activity** | **20. Distribution of consumable hygiene kits**Distribution of consumable hygiene kits to displaced households and hosting communities, households with SAM children and people affected by cholera. The consumable hygiene kit should meet WASH cluster minimum standards and be accompanied by hygiene promotion (counted as separate activity - 23). |
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| indicator | # of people provided with a consumable hygiene kitCount the number of people in the household that you target with consumable hygiene kits, or who have received consumable hygiene kits as per cluster standards (when reporting to the cluster). Do not count number of households or number of consumable hygiene kits. |
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| **activity** | **21. Distribution of impregnated mosquito nets**Distribution of impregnated mosquito nets to displaced households and hosting communities or households with SAM children, in are living in areas with high dengue or malaria incidence rates. The distribution should be accompanied by community engagement and messages around vector control (counted as separate activity - 23). |
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| indicator | # of people provided with impregnated mosquito netsCount the number of people in the household that you target with impregnated mosquito nets, or who have received impregnated mosquito nets (when reporting to the cluster). Do not count number of households or number of impregnated mosquito nets. |
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| **activity** | **22. Training of community volunteers in hygiene promotion and community engagement approaches**Train community volunteers on the key hygiene promotion messages and community engagement approaches. The training package can differ based on the target group (IDPs, cholera, households with SAM children, etc.).  |
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| indicator | # of people trained in key hygiene messages and community engagement approachesCount the number of people that participate and complete training activities. Do not count the number of people that will benefit from the hygiene promotion activities.  |
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| **activity** | **23. Hygiene promotion and community engagement**Any activity and processes that are undertaken to engage all sectors of the communities to catalyse and achieve individual and/or collective change through promoting individual, family and community action in determining and improving their own health and wellbeing. This can include door-to-door (interpersonal communication) outreach; public and/or community meetings; health fairs / days; school-based; community-based folklore/ participatory local drama and/or theatre (including puppet shows); traditional media (TV and community-based radio); engagement of key local community leaders (religious and city council, others) and other activities. |
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| indicator | # of people reached with hygiene promotion and community engagement activitiesCount the number of people reached with hygiene promotion or community engagement activities. This can be exact number if activities are inter personal communication, household visits or focus group discussions. If the activity is at community level, the number should be estimated. Try to avoid double counting of targets and number of people reported to the cluster (the same person can be targeted twice with different activities or approaches, but should be counted only once).  |
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| **SO3 - Ensure sufficient sectoral and inter sectoral coordination and capacity to respond at the national and sub-national levels** |
| **TA6 - Reinforce coordination and information management capacity within the relevant national and sub-national structures to respond effectively and efficiently to acute and structural emergencies** |
| **activity** | **24. Conduct needs assessments (informing strategic decision making)**Any needs assessment that will inform strategic decision making, including rapid needs assessments to understand the urgent needs of a community or area, as well as needs assessment that covers a district or governorate and follows appropriate sampling methodology. |
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| indicator | # of WASH needs assessments conductedCount the number of assessments. Do not count the number of people covered by the assessment.  |
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| **activity** | **25. Build capacity of local WASH partners for preparedness and response**Any training (technical, managerial, operational etc) that targets local WASH partners (NNGOs, LNGOs, CBOs) to build their capacity for WASH emergency preparedness and response.  |
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| indicator | # of people reached with capacity building activitiesCount the number of people that participate and complete training activities.  |
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| **activity** | **26. Ensure sufficient sectoral and multi-sectoral coordination capacity at national and sub-level**This activity is fully implemented by the WASH cluster coordinators at national and subnational level.  |
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| indicator | # of functional cluster coordination mechanisms at national and sub levelThis activity is fully implemented by the WASH cluster coordinators at national and subnational level. |
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| **activity** | **27. Ensure maintenance of key sectoral information management systems / databases**This activity is fully implemented by the WASH cluster coordinators at national and subnational level. |
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| indicator | # of WASH cluster reports sharedThis activity is fully implemented by the WASH cluster coordinators at national and subnational level. |
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