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WORKPLANNING FOR INTEGRATION: HEALTH IN THE WATERSHED PREVENTING DIARRHEA UPSTREAM AND DOWN

SEPTEMBER 2006

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WORKPLANNING FOR INTEGRATION: HEALTH IN THE WATERSHED PREVENTING DIARRHEA UPSTREAM AND DOWN

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LIST OF ACRONYMS

ASA	AIDS Prevention Program
BHS	Basic Health Services
CB	Community-Based
DBE	Decentralized Basic Education
ESP	Environmental Services Program
FSN	Food Security and Nutrition Program
HIF	Hygiene Improvement Framework
HSP	Health Services Program
JHU/CCP	Johns Hopkins University/Center for Communication Programs
MMC	Multi-Media Campaign
NGO	Non-Governmental Organization
NRM	Natural Resources Management
PDAM	Perusahaan Daerah Air Minum
PMP	Performance Monitoring Plan
POC	Public Outreach and Communication
POU	Point-of-Use
SD	Service Delivery
SO	Strategic Objective
SWSSafe	Water Systems Project
TOT	Training of Trainer
USAID	United States Agency for International Development
WATSAN	Water and Sanitation
WSM	Watershed Management and Biodiversity Conservation

1. INTRODUCTION

From August 19-September 15, 2006, Dr. Christopher McGahey worked with a wide cross-section of project staff providing technical input and support to the annual work planning process of USAID/Indonesia's Environmental Services Program (ESP). The objective of the assignment was to identify opportunities and define multi-sectoral activities which strengthen the project's contribution to diarrhea prevention, especially for vulnerable women, young children, and poor families. The outputs of the assignment are contained in this report and include specific recommendations to maximize project interventions between environment and health in the ESP 2007 Workplan, training and capacity building for ESP field staff, and presentations of findings to USAID/Basic Health Services (BHS) staff and partners (Health Services Program (HSP), Safe Water System project (SWS), and Food Security and Nutrition (FSN)). The Scope of Work for the assignment is presented in Appendix 1.

To accomplish the objectives of the consultancy, Dr. McGahey worked closely with the Jakarta-based Health Communication Coordinator and the Public Outreach and Communication Coordinator, participated in region-level work planning meetings, and contributed to island-wide work planning meetings on Java and Sumatra. Field visits were made to ESP regional offices in East Java Province (Surabaya), North Sumatra Province (Medan), West Java Province (Bandung), and Central Java Province (Yokyakarta). Documents reviewed, a list of those met, and the consultancy schedule are presented in Appendix 2.

2. ACKNOWLEDGEMENTS

This consultancy builds on the proposals made during Dr. McGahey's work with ESP project staff in early 2006. An enormous amount of credit goes to these staff as they have applied their professional insights and experience to the proposals, and they have adapted them to create a program of integrated activities that, with time and determination, will reduce diarrheal diseases in Indonesia. Dr. McGahey is grateful for their dedication to purpose and their creativity in developing opportunities to integrate water management, environmental improvement, and diarrhea prevention. Moreover, he thanks them for their collegiality and good humor and congratulates them for their growth as individuals and professionals during the interval between consultancies.

3. ANALYSIS OF THE CURRENT SITUATION

ESP is, by design, a program that promotes the integration of its technical specialties in watershed management, institutional strengthening, infrastructure construction, community organization, spatial planning, local government engagement, strategic communication and environmental improvement to achieve unified objectives. Achieving such integration is a challenge in any setting, but the professional staff of the program have begun to make it happen in Indonesian communities.

This report describes the author's second consultancy to the program in support of making integration of specialties the ESP norm, and he has noticed considerable advancement in the staff's ability to conceptualize and develop integrated activities since his first consultancy 7 months ago. While working with the staff, he has clearly seen how their thinking has evolved from the narrow, technically-defined "silos" noted in the report from the first visit to a "silos+" way of working. By this, the author means that staff are achieving the outcomes that are directly related to their technical component, their "silos", while simultaneously identifying and initiating collaborative activities with their colleagues from other specialties to contribute to the critical outcome of reducing diarrhea in children under the age of 3.

ESP's staff have been a high performance group since the project began, and they now have great confidence in knowing how to achieve the outcomes established for their technical specialty. In the next year, the staff will be expected to continue contributing toward their technical outcomes while also working closely together to transform targeted locations by realistically operationalizing and gaining the benefits from the synergies between their talents.

The work plans which are emerging from current discussions will clearly reflect this new "silos+" approach. Their preparation has not been easy for the staff, as it has forced them to internalize a more complex way of viewing their daily activities. In the next project year, each staff member will learn how to make this increased complexity part of their everyday work. In this way, the entire program will live up to and make real its vision of

"promoting better health through *integration of* improved
water resources management and increased access to clean
water and sanitation services"

with a constant eye toward significantly contributing to USAID/Indonesia's strategic objective indicator of

Reducing the proportion of children aged 0 - 35 months
who had diarrhea at any time in the two week period prior
to any survey

4. MAXIMIZING INTEGRATION OF ENVIRONMENT AND HEALTH

Multi-sectoral integration is a challenge anywhere in the world. Consensus surrounds applying it as a unifying concept, but operationalizing it for synergistic success on the ground is very rare. ESP is poised to establish and document this integration as a normal way of practice, but it has not yet fully caught on as a core consideration in activity design and implementation. The creation of ESP's 2007 Annual Work Plan offers the opportunity to fully engage national and regional staff in identifying - for each proposed activity - ways in which the full range of ESP's technical expertise can be mobilized in targeted communities to simultaneously improve environmental protection and human health.

ESP's commitment to cross-sectoral integration is best captured in the design and conduct of the recently concluded Watershed Management Farmer Field School training of trainers activity. The Field School approach to community-based agricultural management is well established in Indonesia. ESP has adapted a conventional agro-environmental content to include sanitation and hygiene as described in the following box:

Clean, green and healthy was selected as the overall theme by the 38 participants taking part in ESP's Watershed Management Farmer Field School Training. Trainees are 29 newly hired ESP Field Assistants and 9 others drawn from local government and NGO partners. The 11-week program intensively combines field work in communities with classroom instruction covering the full range of ESP technical specialties. Each participant will retun to their homes with an integrated action plan and will receive follow-up support for organizing ESP Field Schools adapted to the specific conditions and challenges faced in their home areas. Through these schools, dozens more community-level mobilizers will be trained in ESP's integrated approach to environmenal and health improvement.

Box 1 Clean, Green and Healthy ESP Field School

But, ESP staff have not kept up fully with the content of the ESP Field School curriculum. They have not yet fully internalized this integrated approach into their daily work. Collaborative efforts have happened during the past six months, but they have largely been collaboration-for-convenience rather than planned, shared activities where the teams consciously engage their colleagues to consistently ensure that environmental protection, infrastructure improvement, utility operations, hygiene improvement, and public outreach are coordinated in specific locations to achieve multiple results. In developing the 2007 Annual Work Plan, emphasis has been placed on the consistent application of the full, integrated approach and curriculum developed for and used at the ESP Field School TOT as the principal guide for future field activities. The expected contribution from Field Schools and from ESP's adoption of its approach to the 2007 program is illustrated in the following diagram:

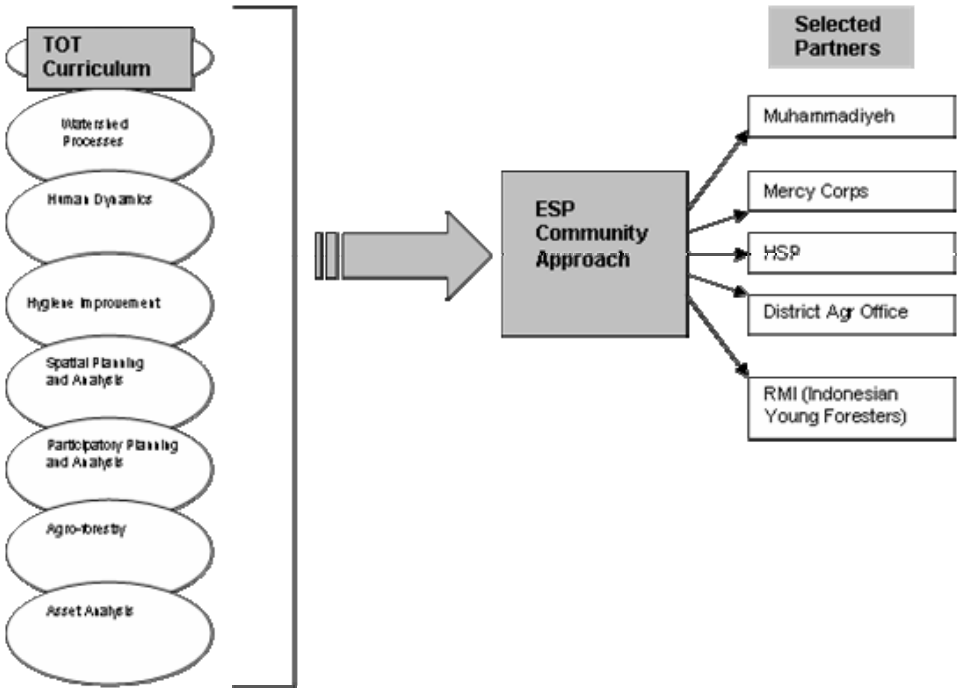

Diagram 1 ESP's Integrated Approach to Community Development from the ESP Field School to Partner Adoption

A key advantage to orienting work toward the ESP Field School concept will be establishing a unified approach to working with external partners at the community level. This shared approach will eliminate the contrasting approaches currently followed by different staff – each health and hygiene professional, service delivery staff, and watershed management staff has her/his own way to engage communities and local government to facilitate integration. The Field School approach is most consistent with that currently used by the wateshed management team members.

It is anticipated in the next year that this integration – consistent with the core theme of the ESP Field School training of trainers – will be implemented directly at the regional level with coordinated support from national-level staff. At the same time, it is being proposed in the preparation of the work plan that the national level staff in each of ESP's main technical components work in more coordinated ways to ensure unified support to regional programs.

4.1. INTEGRATION FOR STRATEGIC COMMUNICATIONS

Over the past 20 years, health communicators have concluded that collaboratively designed, multi-dimensional communication programs best improve human health by strategically addressing the motivators that guide people to change their behavior. Well-developed communication strategies provide coherence for a health program's activities, guiding it toward its goals. For ESP, strategic communication – an integration of the talents of the

POC and Health and Hygiene groups - is the glue that holds the program together and the portrayor of a consistent vision that ties together the program's multi-faceted activities. Strategic communication is characterized by multichannel integration, multiplicity of stakeholders, specific attention to evaluation and evidence-based programming, and balancing large-scale impact at the national level through use of mass media with site-specific impact at the community level through use of locally appropriate communication channels.

In August 2006, a Strategic Framework was developed to guide implementation of a strategic communication program for the coming year. The framework is shown in the following graphic.

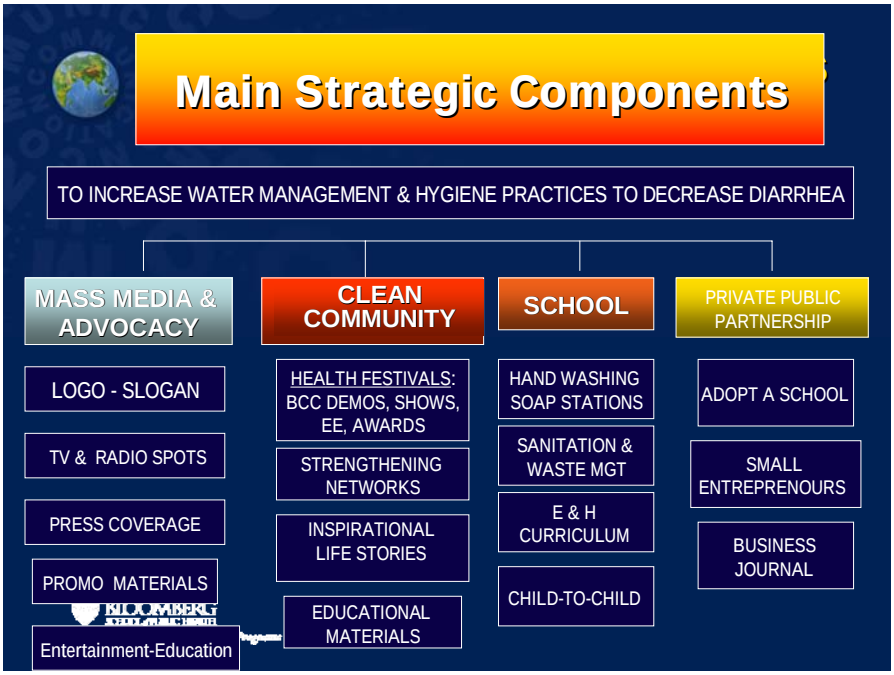

Diagram 2 Strategic Communication Framework for ESP

Many of the activities in the lowest tier of boxes have been implemented by ESP during its first 18 months. However, during that time they were not coordinated: messages were not consistent, timing of media features was not supportive of field activities, and the Health and Hygiene program was on a parallel but disconnected path regarding communication of messages to that of the Public Outreach and Communication specialists. Their cooperation on implementing the communication formative research served to break through some of this previous "siloing" between the two components.

Working thorugh different layers of primary beliefs and identifying the underlying causes of those beliefs were the main goals of ESP's recently concluded formative research on health and hygiene communication. ESP staff members and local partners worked together using a range of participatory tools to obtain information required to consistently guide strategic communication for hygiene behavior change during the remaining 3 years of the project. Research findings form the basis for the coming year's focus on Strategic Communication for Behavior Change which will guide increasingly close cooperation between the Health and Hygiene and the Public Outreach and Communication staff to contribute to diarrhea reduction across project sites

Box 2 Formative Research Unites Health, Hygiene, Media and Outreach

During this consultancy, the communication framework was used to guide the preparation of a shared POC and Health and Hygiene work plan for Strategic Communication for Behavior Change that more closely integrates the two aspects of the project, particularly at the national level. The first draft of the Health and Hygiene Communication Coordinator's work plan that was later refined and merged with that of the POC is shown in Appendix 5. Key changes reflected in the work plan include the following:

1) "Water Quality and Health" as the major national and regional campaign with communication targeted by POC toward
   a) Community campaigns
   b) Schools
   c) Local leaders/mass media
   d) Local government
2) Public-private partnerships being maximized to leverage private sector investment in support of communication objectives
   a) Paper placement
   b) Media adoption and subsequent collection of funds from their readers to support community activities
3) Significantly closer and more flexible coordination between public outreach, health, and communication staff at the national level
4) High demand for integration between POC and HH staff operationally in each regional office.
   a) POC wants to be a valued source of information by the media
   b) POC staff need to be investigative journalist within ESP to identify and dig into possible stories from among the many project activities.

4.2. INTEGRATION IN REGIONS

Integration between ESP component specialists is most important at the regional level. The project has had several successful collaborations to date, but much room exists to expand the number of opportunities where complementary specialties can be integrated for expanded project success. One example of strong integration is described in the following box:

ESP specialists collaborated to facilitate the local PDAM in Medan providing household connections to 100 urban poor households. Initial work by Community-based Solid Waste and Health/Hygiene specialists on a "Clean, Green, and Hygiene" activity in this community led to less solid waste being dumped in the adjacent river and the community's engagement in a handwashing with soap campaign. These initial activities led to community mobilization that demanded water supply service from the municipal utility for the first time at a tariff rate that was financially viable for the utility and affordable to the poor residents. As part of ESP's Service Delivery work building the capacity of the PDAM to generate income and provide improved service to customers, the public connection for this unserved community was provided with the poor paying less for drinking water and making regular billed payments to the utility.

Box 3 Service Delivery, Community-based Solid Waste, and Health and Hygiene Specialists Collaborate to Increase Water Supply for the Urban Poor

During the current consultancy, numerous opportunities were found where program integration could occur better among regional-level specialists. These were identified, discussed with the relevant component specialists, and captured in the integrated work plans prepared by regional staff for inclusion in the 2007 Annual Work Plan for ESP. Several opportunities were identified repeatedly in preliminary work plan review as those where integration – and particularly the integration of Health and Hygiene staff – would likely lead to more beneficial outcomes. These common opportunities include:

1. Including appropriate hygiene instruction in all community-level participatory activities including assessments, training, and mobilization
2. Incorporating the content of the Health and Hygiene component from the ESP Field School training of trainers in all related field activities
3. Including a targeted diarrhea prevention module in all training courses designed or supported for PDAM staff from senior management to treatment facility operators
4. Geolocating all *posyandus* serving target communities during GIS and sanitation mapping exercises to facilitate monitoring of diarrhea reduction
5. Integrate Health and Hygiene behavior change activities into every implementation of Sub-Task SD 3-1 (Encourage and Increase Piped (PDAM) Water Access for the Urban Poor)
6. Always including hand washing promotional activities with community-based solid waste activities as "Clean, Green and Hygiene" integrated approaches
7. All "Pride Campaigns" are to include at least one hand washing campaign as part of their efforts
8. All activities in schools should include hand washing activities and application of a school attendance record book to monitor changes in attendance attributable to the lessons of the campaign

In ESP's 2007 Annual Work Plan, the operationalization of these opportunities are presented using the integrated approaches developed by the project to describe programs:

1. Blue Thread
   In the Blue Thread approach, land management activities aimed at water source protection are integrated with household water treatment and hygiene behavior change communication among users of the water to prevent diarrhea. Locations include Krueng Aceh, DAS Deli, Padang, Cianjur, Subang, Progo, and the Upper Brantas.
2. Clean, Green and Hygiene – including sanitation systems
   This approach optimizes the synergies created between solid waste management and handwashing to prevent diarrhea. Regional examples include Sunggal, Wonokromo and Taman Sari.
3. Anchor Projects
   In Anchor Projects, the full range of expertise available to ESP – including health services facilitated by HSP - would be directed at a single community to enable its comprehensive transformation and development. In this approach, the findings of Participatory Rural Appraisals (PRAs) serve as the flexible entry point to the community. Several locations are being developed and are represented in the second annual work plan.

4.3. INTEGRATION IN COMMUNITIES

ESP has worked with several USAID partners in communities. These have included SWS, EcoAsia, Mercy Corps, HSP, AIDS Prevention Program (ASA), Decentralized Basic Education (DBE) 1, and DBE 2. ESP has particularly strong and growing working relationships with SWS in several project sites. ESP has been particularly strong in forming networks of community-level stakeholders as a core part of their engagement of urban, peri-urban, and rural communities. In selected locations, ESP has made its network available for SWS to access its as promoters and non-traditional retail vendors of the SWS product. An example from near Bandung is presented in the following box:

ESP developed a close relationship with a local NGO – WPL - that has been engaged with the citizens of *Mekarjaya* – a small farming village in the watershed serving the city of Bandung – for several years. Working together, they have improved land management practices, established organic high-value cropping, and constructed a piped drinking water system. Yet, the water supply is not of high quality and hygiene remains poor. ESP introduced SWS' product, *Air Rahmat*, to the NGO and invited them to serve as a local distributor to non-traditional vendors. After initial hesitation about the commercial viability of the product in this rural market, the local NGO has ordered and sold several cases and used the income to finance other community improvements.

Box 4 Commercializing Air Rahmat in Mekarjaya

In other locations, ESP has had the opportunity to collaborate with HSP around physical improvements to health facilities. An example from Aceh is described in the following box:

The local Health Office in Meulaboh, Aceh is working with ESP to reactivate sanitation clinics in the area. Nearly 9% of health center (*Puskesmas*) attendees come to receive care for diarrheal diseases. Staff acknowledge their weakness in focusing primariliy on curing the diseases and not addressing causes related to sanitation and hygiene. ESP is cooperating with HSP to address physical and non-physical conditions within *Puskemas* in Aceh to enable more comprehensive counseling on diarrhea prevention through "sanitation clinics". ESP provides guidance and monitoring of *Puskesmas*, leaflets to help communicate the importance of sanitation and hygiene, and water test kits.

Box 5 Reopening Sanitation Clinics in Meulaboh

ESP has collaborated with EcoAsia to provide drinking water supplies to urban poor populations, with Mercy Corps and ASA (HIV/AIDS prevention program) in urban Jakarta on solid waste management and hand washing campaigns, and with DBE in providing sanitation facilities and hygiene education in schools. To date, collaboration between BHS partners – and their varying approaches to community engagement - has not led to difficulties from conflicting approaches applied at the community level, but as HSP and ESP increasingly work to strengthen the capacity of community-level health care providers – particularly posyandus – increasing attention will need to be given to ensuring that the approaches taken by the two projects are consistent and reinforcing between where they intersect in the community.

In all of their field locations, ESP staff integrate their activities with local partners including international NGOs, local NGOs, government, and others. The list of partners is literally too long to present. In these cases, the local partner is typically be placed in the lead

position, and ESP makes every effort to provide support to their approaches and their objectives. A successful example of this in Aceh is presented in the following box:

Over 20% of young children in post-tsunami Aceh suffered from diarrhea during 2005. ESP applied its proven approach to implementing strategic handwashing campaigns to mobilize 240 primary school students, 550 health academy students, and 800 citizens to promote handwashing with soap in close collaboration with the llong-term programs of CARE, UNFPA, and Project Hope Japan.

Box 6 Collaboration on Hand washing Campaigns in Aceh

4.4. WORKPLANNING FOR INTEGRATION

The primary purpose of this consultancy was to work with the ESP Team on the development of the ESP 2007 Annual Work Plan. ESP views this Work Plan as critical to ensuring that all ESP activities conducted in the next project year maximize their integration outside of narrow technical specialties and contribute toward USAID/BHS' overall Strategic Objective of reduced prevalence of diarrheal disease in young children.

To facilitate this integration as regional staff develop their work plans, the consultant worked with ESP national staff to develop detailed guidelines for regions to use to clearly plan integrated activities and to show to outside readers how the project's technical components would be integrated on the ground to achieve diarrhea reduction through Blue Threads; Clean, Green and Hygiene approaches, and Anchor Projects. These guidelines are shown in Appendix 3. The outcome from the application of the guidelines can be seen in the ESP 2007 Annual Work Plan.

5. TRAINING AND CAPACITY BUILDING

During this consultancy, training and capacity building were provided in three areas: (1) integrated approaches, (2) Health and Hygiene work planning, and (3) monitoring and evaluation planning.

Three of the integrated approaches proposed during this consultant's January/February 2006 assignment (Blue Thread; Clean, Green, and Hygiene; Anchor Projects) have entered the ESP vernacular and are being used to guide the preparation of the 2007 Annual Work Plan. But, despite ESP staff reading the report from that assignment and reviewing the accompanying presentation with the Chief of Party and the Deputy Chief of Party, the regional staff had not yet embraced the approaches in their daily work.

As part of consultations with the regional teams in East Java, Central Java, and West Java, the consultant reviewed the presentation with staff and solicited their questions in advance of asking them to develop their integrated regional work plans in accordance with the approaches. Many questions were asked by regional leadership and staff as they began to absorb the implications of the approaches to their daily planning and efforts. Their new-found grasp of the approaches will be reflected in the 2007 Plan.

The national-level Health and Hygiene Communication Specialist also invited assistance in redefining her position and 2007 work plan to better meet the upcoming limitations and needs of the project. Her regional staff have gained capacity during the past year, but still the Communication Specialist spent significant time in an implementing role leading her staff through community mobilization, hygiene campaigns, and project requirements. As ESP has become somewhat limited by budget reductions, her role as implementer and the necessary travel and time required in communities has become untenable. It is now time for her to become the true coordinator of her program – managing the direction of her staff and developing unifying modules of information, materials, and skill-building based on local achievements during the first 18 months of implementation. An example of one of the modules are the materials and locally-produced scripts of a hygiene communication puppet show developed in East Jave and ready to be used by regional staff during the remainder of the project. This is described in the following box.

Puppet shows are dearly loved in Indonesia, so ESP worked with *Tunas Hijau* – a local environmental club run by school children – to conduct a puppet show script writing contest to reinforce its handwashing with soap campaign in East Java. Fifty-six scripts were received from kindergardens and primary schools. Jurors included local government officials, community motivators, and school teachers. The two winning scripts were presented in Surabaya and to the US Navy and will serve as one of the elements of the educational package of information and materials that will be distributed to each ESP regional program for local use.

Box 7 Hand washing Puppet Show Engages Children in Contest

The Health and Hygiene Communication Coordinator's work plan for 2007 needed to be significantly different from her previous plan, and considerable time was spent in drafting this new work plan before working with regional staff. The resulting draft work plan before refinement and integration with the POC Coordinator's work plan is presented in Appendix 5.

The Health and Hygiene Communication Coordinator's 2007 work plan emphasizes her conducting four new sub-tasks to maximize her support to her regional staff: (1) Creating and Using "Packages" for Action and Advocacy, (2) Regional Specialist Skill Building, (3) Ensuring Collaboration for Diarrhea Prevention, and (4) Supporting and Completing Local Activities and Partner Collaboration. These Sub-Tasks clearly enable her to concentrate on multiplying her talents through her staff and providing tools to them that enable them to carry out unified programs in each ESP region. They are also consistent with the framework for strategic communication developed for ESP in August 2006.

Her 2007 work plan has been built on several key lessons her team learned during the previous year. These include: (1) building and supporting networks including school teachers and not focusing too intensively directly on working with only schools, (2) including "traditional knowledge" and Koranic learning in information campaigns and community-based behavior change programs, (3) the need to deepen her program's involvement in certain

sites to achieve behavior change while also mobilizing campaigns on hand washing with soap at every opportunity, (4) the great potential in integrating community-based solid waste management with hand washing campaigns in as many field locations as possible, (5) the need to make interactive tools available widely down to the "cadre" level of community motivators, and (6) the need for on-going monitoring of three key behaviors – hand washing at proper times with proper technique, safe disposal of children's excreta, and safe household management of drinking water.

To enable ESP to rapidly address the last lesson about the need for improved monitoring, the Coodinator and the consultant have drafted a "10 minute monitoring" questionnaire for rapid collection of data regularly from as many project sites as possible. A first draft of the questionnaire is presented in Appendix 6. It is adapted from a selected content of the BHS baseline survey conducted throughout the country in late 2005. It contains brief questions to gather information regularly on the 3 key behaviors and the local prevalence of diarrhea in children under the age of 3. It is proposed for use by posyandu staff twice each year – once in the dry season and once in the rainy season to monitor community-level improvement over time.

To date, only anecdotal information has been collected demonstrating positive impacts of hand washing campaigns. But, these qualitative signs are positive: family money set aside to help the sick is not going down so fast in communities targeted by campaigns, and school absenteeism has been shown to be reduced as described in the following box.

During a talk with community facilitators after their recent "Handwashing With Soap" campaign, a teacher announced that the campaign training she attended and subsequently applied at her school has contributed to decreased absenteeism among her pupils. With assistance from ESP facilitators, she has been implementing innovative ways of teaching about the importance of personal hygiene. Her pupils learn to sing songs of hand washing with soap, and she has created the school's first hand washing basin. "For me, the recorded drop in attendance over 4 months is quite obvious because the diseases pupils usually suffer from are diarrhea, flu, and cough most of which are preventable by washing hands with soap properly." Her daily attendance records show sick days decreasing from 7 percent to 1 percent since initiating the campaign.

Box 8 Handwashing with Soap Correlated with Decreased School Absenteeism

Informal means of monitoring impact will continue as "10 minute monitoring" is conducted. Specifically, the monitoring of school attendance records will be done more widely in conjunction with "10 minute monitoring" at posyandus. HSP will be supplementing these data with annual LQAS results, and the two projects are poised to collaborate again in 2009 on a repeat of the comprehensive baseline survey from 2005.

6. CONCLUSIONS

Multi-sectoral integration is now more strongly in the ESP vernacular (Bahasa ESP) than ever before. And, the importance of Hygiene Improvement for diarrheal disease reduction has been elevated to the core of project thinking, planning, and action. Intensive support has been provided to national and regional ESP staff during the preparation of their 2007 work plans to ensure that this collaboration and attention to health outcomes remain central throughout the year.

ESP staff have made great strides in moving out of the technical "silos" they worked in only 9 months ago. They now are committed to not only their component-focused project outcomes but also – through a "silo+" approach - to identifying and acting on opportunities to integrate with other specialties to generate synergistic impact on diarrhea in young children.

A shift in mindset is not an easy process for any professional to internalize, but the ESP staff have taken enormous strides forward in expanding their approaches. As with any shift in mindset, the proof of its adoption will be in continued action. The 2007 ESP Work Plan has set the ESP team on a course toward adoption of integration and improved health impact, and the coming year will yield the conclusions of how thorough their adoption is and how great their outcomes are. They have established the potential to collectively act to reduce the level of debilitating diarrheal diseases and the annual unnecessary death of 100,000 young children in Indonesia. The author looks forward to the outcomes of the next year.

APPENDICES

APPENDIX 1
SCOPE OF WORK FOR ENVIRONMENTAL HEALTH SPECIALIST – AUGUST/SEPTEMBER 2006

APPENDIX 2
CONTACTS, DOCUMENTS, AND SCHEDULE

APPENDIX 3
DETAILED GUIDELINES FOR PREPARATION OF REGIONAL WORK PLANS BY REGIONAL TEAMS

APPENDIX 4
DEFINING PREVALENCE AND INCIDENCE

APPENDIX 5
PRELIMINARY DRAFT INTEGRATED WORKPLAN FOR HEALTH AND HYGIENE COORDINATOR

APPENDIX 6
10-MINUTE MONITORING QUESTIONNAIRE ON DIARRHEA PREVENTION

APPENDIX 1 – SCOPE OF WORK FOR ENVIRONMENTAL HEALTH SPECIALIST – AUGUST/SEPTEMBER 2006

BACKGROUND

The Environmental Services Program (ESP) is a fifty-eight month program funded by the United States Agency for International Development (USAID) and implemented under the leadership of Development Alternatives, Inc. (DAI). ESP works with government, private sector, NGOs, community groups and other stakeholders to promote better health through improved water resources management and expanded access to clean water and sanitation services. The period of the project is from December 2004 through September 2009. ESP activities are focused on seven High Priority Integrated Provinces (HPPs): Nanggroe Aceh Darussalam, North Sumatra, West Sumatra, East Java, Central Java/Yogyakarta, West Java/DKI Jakarta, and Banten. ESP also supports a limited set of activities in four Special Imperative Areas (SCIAs), Balikpapan, Manado, Manokwari and Jayapura.

ESP is part of USAID/Indonesia's Basic Human Services (BHS) Strategic Objective (SO), which focuses on the interdependence of health and the environment, and their effect on health outcomes. USAID/BHS activities strive to improve the quality of three basic human services, water, food/nutrition and health, to improve the lives of Indonesians. ESP partners under the BHS umbrella include the Health Services Program (HSP), Safe Water Systems (SWS) and Development Assistance Program (DAP) international NGOs.

OBJECTIVES (SCOPE)

ESP takes a 'Ridges to Reefs' approach to linking water resources management with improved health. Integrated technical components include Watershed Management and Biodiversity Conservation, focusing on raw water resource conservation and rehabilitation as well as biodiversity conservation; Environmental Services Delivery, ensuring increased access to clean water, sanitation services and improved hygiene behavioral change; and Environmental Services Finance, leveraging necessary investment in infrastructure and environmental service rewards. In Aceh, ESP has a fourth technical component, Environmentally Sustainable Design and Implementation. ESP also manages cross-cutting technical support in public outreach and communications; health and hygiene communications; GIS; gender; and small grants. All of ESP's work is implemented in an integrated manner, where links are made among various technical components as well as with our USAID/BHS partner programs. As ESP field activities mature, ESP has growing networks of community groups, NGOs, government agencies, universities and media.

The purpose of this consultancy is to work with the ESP Team and partners (including USAID/BHS, USAID/BHS program partners, and ESP government and non-government partners in Jakarta and the field) on the development of the ESP 2007 Annual Work Plan in order to ensure ESP activities support the overall Strategic Objective of reduced incidence of diarrheal disease in children. This includes identifying opportunities for integration of health-related (specifically diarrhea reduction -related) activities and messages are

incorporated into a broad range of ESP Work Plan tasks and activities. Additionally, this includes providing training and capacity building necessary to achieve this level of integration.

This SOW builds off a previous, successfully completed assignment by the same consultant. Besides identifying clear opportunities for integration of health into a range of ESP activities, this initial consultancy stimulated innovative approaches to broader integration with ESP and among USAID/BHS partners. This SOW is designed to support the achievement of these opportunities through the upcoming Work Plan process.

TASKS (PERFORMANCE REQUIREMENTS)

The proposed tasks and responsibilities of the Environmental Health Specialist are *to work with ESP staff and partners during the 2007 Work Plan process to identify and ensure clear linkages with health, especially for vulnerable women, children and poor families, in all aspects of ESP activities*. This will be achieved through the following tasks:

1. Review relevant project and other documents, especially those related to the Work Plan process.
2. Interview key staff, including but not limited to the Chief of Party (Parente), Component Advisors (Merrill, Parra and Bustraan), Regional Advisors and Public Outreach/Communication Specialists, to gain staff recommendations regarding priority project needs related to mainstreaming health into ESP work.
3. Meet with USAID/BHS staff and partners to discuss BHS programming and to develop concepts for integrating health into ESP work.
4. Participate in ESP Work Plan meetings, including those at the regional and technical level, providing specific oral and written input into the draft Work plan.
5. Provide training and capacity building opportunity to ESP staff to ensure adequate incorporation of health issues in a wide range of ESP field activities.
6. Provide specific support on the development of Health and Hygiene Behavior Change and Public Outreach Advocacy campaign development.
7. Provide presentations to ESP staff and partners to raise awareness of links between health and environment, and to highlight opportunities for building health concepts and messages into all aspects of ESP work.

DELIVERABLES

Deliverables associated with this consultancy include the following:

1. Final report, with specific recommendations to maximize program interventions between environment and health (link with water and diseases: dengue, diarrhea, hygiene promotion, etc.) in the ESP 2007 Work plan, due September 7, 2006.
2. Significant input into ESP 2007 Work plan, in written form, due September 7, 2006.
3. Training and Capacity Building activity for ESP field staff held by August 31, 2006.
4. Presentation of Final Report recommendations to USAID/BHS staff and partners (HSP, SWS, DAP). Target date September 7, 2006.
5. USAID/BHS ESP CTO de-briefing. Target date, September 8, 2006.

PROPOSED VISIT SCHEDULE:

This work will be conducted over a period of up to twenty (20) days, from mid August through mid September.

APPENDIX 2 – CONTACTS, DOCUMENTS, AND SCHEDULE

PERSONS CONTACTED

Environmental Services Program
Ratu Plaza Building, 17th Floor
Jl. Jend Sudiraman No. 9
Jakarta 10270
(t) 62 – 21 – 720 9594
(f) 62 – 21 – 720 4546
www.esp.or.id

- Bill Parente, Chief of Party, (m) 0812 104 3332, (e) bill_parente@dai.com
- Reed "Bobbe" Merrill, Deputy Chief of Party, (m) 0811 940 727, (e) reed_merrill@dai.com
- Alifah Sri Lestari, Participatory Monitoring and Evaluation Specialist, (m) 0812 997 7622
- Poppy E.P. Lestari, Financial Specialist
- Benny Dyumharn, Municipal Finance Specialist
- Hernandi Setionu, Water Supply and Sanitation Coordinator
- Wouter Sahanaya, Grants Manager
- Farah Amini, Public Outreach and Communications Coordinator, (m) 0818 149 147
- Foort Bustraan, Municipal Water Service Advisor, (m) 0812 960 3566, (e) foort_bustraan@dai.com
- Nona Pooroe Utomo, Health Communication Coordinator, (m) 0811 154 872, (e) nona_utomo@dai.com
- Ardita Çaesari, Program Communication Specialist
- Daz Kitchener, Watershed Management Specialist, (m) 0818 291 1416, (e) djkitchener@yahoo.com, www.villajoglo.com villas.
- Idham Aroyad, PAM Jakarta
- Winarko Hari, National Sanitation Coordinator
- Saiful Ely, Municipal Finance Specialist
- Nur Endah Shofiani, WATSAN Specialist

Massage for the Family:

Bersih Sehat
Hotel Sahid Jaya
Lantai 3 (Kolam Renang)
Jl. Jend. Suriman No. 86
Jakarta 10220
(t) (62 – 21) 570 – 4444 x1840
Open daily 10a – 9p

Regional Teams

A. Central Java
Jl. Pandega Marta No. 41
Catur Tunggal – Depok
Sleman – Jogyakarta 555281
(t) 62 – 274 – 561 820

- Sharon Lumbantobing, Regional Advisor, (m) 0811 906 636, (e) Sharon_lumbantobing@dai.com
- Angela Ika, Community-based Water Supply and Sanitation
- Daisy R. Malino, Office Manager
- Nanang Budiyanto, Agroforestry Specialist
- M. Sigit Widodo, Watershed Management Specialist
- Akbar Ario Digdo, Public Outreach and Communication Specialist
- Danji Anom, Masta – Rare – Social Marketing
- Abrar Solikhin, Regional Accountant
- Meity Jovita, Admistration Assistant
- Judy Kurniawan, GIS Specialist
- Afghoni, Water Supply and Sanitation Specialist
- Oni Hartono, Water Supply and Sanitation Specialist
- Daisy Ruth Malino, Office Manager
- Abrar Solikhin, Regional Accountant
- Chatarina Meity Yovita, Admin Assistant
- Novita Dyah, Receptionist/Secretary
- Sukino, Office Assistant
- Widiyanto, Driver
- Slamet Widodo, Gardener

Food:
Pecel Solo
Waroeng Tempo Doeloe
Jl. Dr. Soepomo No. 55 (Pasar Beling) Mangkubumen
(t) 0271 - 737379
or
Jl. Palagan Tentara Pelajar No. 52 (next to Hyatt Hotel)
(t) 0274 – 866588
[mixed vegetable plates with rice, date juice (jus korma)]

Gadjah Wong
Jalan Gejayan
(intersection of Kali Gadjah Wong and Jalan Gelayan)
(t) 0274 – 885306
[restaurant with music variety: gamelan, jazz, country]

Omah Duwur Restaurant and Bar (Kota Gede, silver town)
Jl. Modnorakan 252
(t) 374 952
[Dutch colonial house, good breeze amid 5 mosques]

Lodging:
Yogyakarta Plaza Hotel
Jl. Gejayan Complex Colombo
(t) 62 – 274 – 584 - 222

B. West Java
- Ahmad Roshid, Regional Coordinator
- Abdul "Arman" Rohman, Coordinator ESP Cianjur/Agroforesty and Agricultural Specialist, (m) 0813 185 84886
- Aditiajaya Caesari, Agroforestry & Rural Livelihood Development Specialist, (m) 0812 808 6857
- Selviana Hehanusa, Community Based Water and Sanitation Specialist, (m) 0812 106 2257, (e) selviana_hehanussa@dai.com
- Alwis Rustam, Public Outreach and Communication Specialist
- Hari Kushardanto, Pride Conservation Campaign
- Sugiantoro, Health and Hygiene Communication Specialist
- Adithia Permana, Regional Accountant
- Ida Harun, Office Manager
- Seskoadi Sidik, PDAM Wat San Specialist

Food Bandung:
Dapur Babah Elite
Jl. Veteran
18 – 19 Jakarta Pusat
(62 – 21) 385 5653
(Sundanese food)

Dakken Coffee and Steak
Jalan L.L.R.E.
Martadinata No. 67
Bandung 40114
(t): (62 – 22) 420 9507
(fine coffee)

Sambara
Jl. Trunojoyo No. 64
Bandung
(t): (62 – 22) 420 8757

C. Nanggroe Aceh Darussalam (NAD)
Jl. Teuku Iskandar No. 74
Lamglumpang, Ulee Kareng
Banda Aceh 23117
(t) 62 – 651 28282
(f) 62 – 651 28282
- Dr. John Pontius, Regional Advisor, (m) 0813 602 79997, (e) johnipm2002@yahoo.co.uk
- Hendra Syahrial, Community-based Coastal Rehabilitation
- Lofan, Watershed Management

- Jefry Budiman, Municipal WATSAN Specialist
- Suhendi, WATSAN Specialist
- Eri Arianto, Community-based WATSAN Specialist

D. North Sumatra
Jl. Slamet Riyadi, No. 6
Medan
(t) 061 – 453 1007

- Russ Dilts, Regional Advisor, (m) 0816 – 189 4464, (e) russ_dilts@dai.com
- Hambal, Watershed Management Specialist
- Bertha Ulina Nababan, Health and Hygiene Specialist
- Ferry Boyke, Municipal WATSAN Specialist
- Ricky Pasha, Community-based WATSAN Specialist
- Darma Aibu, Public Outreach and Communication
- Idham Arsyad, PAM Specialist
- Julian Syali, Community-based WATSAN Specialist
- Khairul Rizal, GIS/Spatial Planner Specialist
- Ton Betrit, WSM Field Assistant
- Widyastana Cahyana, Watershed Management and Agro-forestry

Food:
Tempo Doeloe "Old House" (Kedai Makan & Minum)
Jl. KH. Wahid Hasyim (Sei Wampu)
No. 54 Medan
(t) (62 – 61) 456 8135
Dinner in a traditional, local house

E. East Java
Wisma Dharmala, 7th Floor, Suite 3A
Jl. Panglima Sudiman No. 101-103
Surabaya 60251
(t) 62 – 31 – 5470 226/7/9
(f) 62 – 31 – 5470 173

- Dr. Jim Davies, Regional Advisor, (m) 62 – 811 320 383, (e) james_davies@dai.com
- Didik Suprayogo, Watershed Management Specialist, (m) 8123 399 548, didik_ suprayogo@dai.com
- Arief Lukman Hakim, Sustainable Agriculture Extension Specialist, (m) 811 320 772, (e) arief_hakim@dai.com
- Suko Widodo, Public Outreach and Communication Specialist
- Balgis Nurmajemun, Health and Hygiene Specialist
- Retno Utami, Receptionist and Secretary
- Ernawati Utami, Office Manager
- Sherly Tulung, Field Accounting
- Amrullah, GIS Specialist
- Ratih Astati Dewi, WATSAN Field Assistant
- Ristina Aprillia, Community-based WATSAN Specialist
- Agus Hernandi, Watershed Management Specialist

Food:
Rumah Makan Handayani
Jalan Kertajaya 42, Surabaya
Coconut liquor, Special chicken

USAID/INDONESIA

American Embassy
Jl. Medan Merdeka Selatan 3-5
Jakarta 1080
(t) 62 – 21 – 3425 9362
(f) 62 – 21 – 380 6694

- Irma Setiono, Water and Environment Project Specialist, (m) 0812 857 9063 (e) isetiono@usaid.gov
- Prijanto Santoso, (e) psantoso@usaid.gov
- Theresa Taino, Director of Water and Environment Projects, (e) ttaino@usid.gov
- Amreeta Regmi, Municipal Water Services Advisor, (e) aregmi@usaid.gov
- Suzanne Billharz, Deputy Director of Water and Environment Projects, (e) sbillharz@usaid.gov

Aman Tirta – Safe Water System Project

Ratu Plaza Office Tower, 20th Floor
Jl. Jendral Sudirman Kavling 9
Jakarta 10270
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(f) 62 – 21 – 720 2075

Robert Ainslie, Chief of Party
(m) 0811 154 282
(e) Robert.ainslie@jhuccp.or.id

Health Services Project

Ratu Plaza Office Tower, 16th Floor
Jl. Jendral Sudirman Kavling 9
Jakarta 10270
(t) 62 – 21 – 723 7715
(f) 62 – 21 – 7278 8924
Reggie Gibson, Chief of Party

Johns Hopkins University, Bloomberg School of Public Health, Center for Communication Programs

111 Market Place, Suite 310
Baltimore, Maryland 21202
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(f) 410 – 659 6266
www.jhuccp.org
Jennifer Bowman, (e) jbowman@jhuccp.org

DOCUMENTS REVIEWED

Individual and Society in Java: A Cultural Analysis. By Niels Mulder. Gadjah Mada University Press/University of Blelefeld, Germany
Mysticism and Everyday Life in Contemporary Java. By Niels Mulder. Singapore University Press, 1978. Ohio University Press, June 1978. ISBN 08214 04679.
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Letter of a Javanese Princess. By Raden Adjeng Kartini. Edited with introduction by Hildred Geerts. University Press of America, 4720 Boston Way, Lanham, Maryland. The Asia Society. ISBN 0-8191-4758-3.
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Environmental Services Program, Action Research on Point of Use Drinking Water Treatment Alternatives: as appropriate for underprivileged households in Jakarta. Mindy Weimer. July 2006
Johns Hopkins University/Center for Communication Programs, Strategic Framework for Environmental and Hygiene Behavior Change Communication and Advocacy. Draft August 3, 2006.
Environmental Services Program, First Annual Work Plan and Life of Project Plan. April 2005

CONSULTANCY SCHEDULE

Day/Date	Activity	Location	Participants
Thur-Sat, 17-19 Aug 2006	Travel to Indonesia	Economy class	McGahey
Sunday, 20 August	Preparatory meetings with Health and Hygiene Coordinator and JHU/CCP staff	Jakarta	McGahey, Utomo, Bowman
Monday, 21 August	Document review and project update	Jakarta	McGahey, Merrill
Tuesday, 22 August	ESP introductions Activity review by region	ESP Jakarta	McGahey, Merrill, Utomo
Wednesday, 23 August	Activity review by region PMP input per Task SD-7 indicator definition	ESP Jakarta	McGahey, Utomo, Lestari
Thursday, 24 August	Health and Hygiene national level work planning	ESP Jakarta	McGahey, Utomo, Boorstran, Amini
Friday, 25 August	Health and Hygiene national level work planning	ESP Jakarta	McGahey, Utomo, Amini
Saturday,26 August	Document review Presentation preparation for Central Java Report preparation	Jakarta	McGahey
Sunday, 27 August	Travel to Central Java Region	Jakarta Yogyakarta	McGahey, Utomo
Monday, 28 August	Integrated work planning with Central Java team Briefing to Central Java team on integrated approaches from February 2006 consultancy	Yogyakarta	McGahey, Utomo
Tuesday, 29 August	Integrated work planning with Central Java team PMP reporting Travel to East Java Region	Yogyakarta Surabaya	McGahey, Amini, Lestari
Wednesday, 30 August	Integrated work planning with East Java team	Surabaya	McGahey, Amini
Thursday, 31 February	Briefing to East Java Team on integrated approaches from February 2006 consultancy Integrated work planning with East Java team	Surabaya	McGahey, Amini
Friday, 1 September	Travel to Jakarta Lessons learned to date and strategic planning forward	ESP Jakarta	McGahey, Merrill, Utomo, Lestari
Saturday, 2 September	Creating Detailed Guidelines for the Preparation of Regional Work Plan by Regional Teams	Jakarta	McGahey, Merrill

Day/Date	Activity	Location	Participants
Sunday, 3 September	Travel to Sumatra island work plan meeting	Medan	McGahey, Utomo, Merrill, Amini, Lestari
Monday, 4 September	Sumatra island work plan meeting	Medan	McGahey, Utomo, Merrill, Amini, Lestari
Tuesday, 5 September	Sumatra island work plan meeting Travel to Jakarta	Medan	McGahey, Utomo, Merrill, Amini, Lestari
Wednesday, 6 September	Meeting with USAID/Indonesia – Taino, Billharz Travel to Yogyakarta	Jakarta	McGahey, Merrill, Parente
Thursday, 7 September	Java island work plan meeting	Yogyakarta	McGahey, Merrill, Utomo, Lestari, Amini, Burstraan
Friday, 8 September	Java island work plan meeting	Yogyakarta	McGahey, Merrill, Utomo, Lestari, Amini, Burstraan
Saturday, 9 September	Report drafting Travel to Jakarta	Yogyakarta	McGahey, Utomo, Lestari
Sunday, 10 September	Report drafting	Jakarta	McGahey
Monday, 11 September	Work Plan Preparation	Jakarta	McGahey, Merrill, Utomo, Lestari
Tuesday, 12 September	Regional Integrated Work Planning – West Java region	Bandung	McGahey
Wednesday, 13 September	National-level Work Planning	Jakarta	McGahey, Merrill, Utomo
Thursday, 14 September	National-level Work Planning	Jakarta	McGahey, Merrill, Utomo
Friday, 15 September	Report finalization	Jakarta	McGahey
Saturday, 16 September	Travel to Washington, DC	Economy class	McGahey

APPENDIX 3 – DETAILED GUIDELINES FOR PREPARATION OF REGIONAL WORK PLANS BY REGIONAL TEAMS

Basic guidelines

1. Each Regional Director is responsible for the completion of all sections of this chapter for their respective region. The final ESP work plan will contain one full section for each region.
2. The total number of pages for each region should be between 15 and 20. Recommended page lengths for each section are presented below.
3. Section headings are presented below. Where "XXX" is written in these guidelines, the name of the author's region should be written in your Regional Work Plan.
4. To help with consistency throughout the document, there is a hierarchy of terminology that we will use. It is presented in the following table:

Term	Description	Comments
Task	These are defined by ESP's contract and cannot be changed without complex discussions. Please accept them as given and not to be altered. Each Task has a related PMP Outcome and an associated Indicator. Each Task will be accomplished by completing a set of Sub-Tasks.	Example: Task WS3: Forest and Protected Areas Conservation Management
Outcome	Outcomes are defined in ESP's Scope of Work. There is one Performance Indicator Reference Sheet in the PMP describing each project Outcome. ESP's Outcomes "contribute to" the USAID/BHS Strategic Objective concerning diarrhea prevention.	Example: ESP Outcome WS #1: Formation of adequate policies at the local level contributes to BHS SIR1-1: Advocacy for evidence-based essential human services issues increased
Target	Targets quantify incremental progress toward achieving Outcomes. Targets are established in the PMP. Reporting progress against the Targets proposed in the PMP is done in each ESP Annual Report.	Example: Outcome SD #1: Improve PDAM technical, operational, and financial management Target Definition: PDAMs achieving above baseline performance index Targets: Year One (N/A); Year Two (8); Year Three (16); Year Four (24); Year Five (33); Total (33)

Term	Description	Comments
Deliverable	Deliverables are specific products or events that ESP completes.	Example: Work plan, Quarterly report, Final report, Trip report, Workshop, Training
Sub-Task	ESP defined a first set of Sub-Tasks in our first work plan. The project is monitoring and reporting on the completion of each Sub-Task over the life of the project. Each region does not need to complete work related to each Sub-Task. Regions should select to work on those Sub-Tasks that are most appropriate to their program and partners. Additional Sub-Tasks can be added, but their description and numbering system need to be consistent across regions. Each Sub-Task will be accomplished by completing a set of Activities	Example: Sub-Task SD3-1: Encourage and Increase Piped (PDAM) Water Access for the Urban Poor
Result	Results qualitatively describe the successful contributions of Sub-Tasks toward Targets and Outcomes Each Sub-Task generates one or more Results.	Example: Sub-Task SD3-1: Encourage and Increase Piped (PDAM) Water Access for the Urban Poor Results: Increased piping in poor communities. Increased users of PDAM water in poor communities.
Activity	Activities are the sequential steps that staff will take to complete each Sub-task.	Example: Activity 1: Provide training on "Strategic Communication for Behavior Change" Activity 2: Monitor use of training content as it is applied in regional programs
Output	Outputs describe the objective of an Activity. They tell what an Activity contributes toward making future Activities possible. Each activity generates an Output. Several Outputs combine to generate a Result.	Example: Activity: Provide training on "Strategic Communication for Behavior Change" Output: All regions receive five-day training to improve collaboration and apply Strategic Communication approaches and tools

Term	Description	Comments
Resources	Resources are the specific materials and people needed to achieve each Activity or Sub-task. By specifically naming ESP staff resources in integrated programs, you will clearly show how component technical skills are integrated within your regional programs.	Example: Sub-task: WS3-2: Conduct Pride Campaign in priority sites Resources: WSM specialist, POC specialist, H&H specialist, small grant, NGO partners
Time Frame	Time Frames should be as specific as possible without committing yourself to a window of time that is too small. Time Frames should not be so general that it appears as if all of your Activities are going on all at the same time. Activity or Sub-Task Time Frames should clearly show how they are sequential.	Example of reporting format: October 2006 – January 2007

The following are the sections that will be prepared by each regional team. Together, they constitute the Regional Work Plan that will be submitted in the complete ESP Work Plan to USAID.

XXX.1 Integrated Approach in XXX Region. Regional teams will provide an introduction describing how your region is approaching integration of components, cross-cutting activities, and partners outside ESP. Describe your key achievements and lessons learned during the past year regarding integration and your vision and opportunities for the next year.

LIMIT 2 PAGES

XXX.2 Targets Toward PMP Outcomes in XXX Region. This section summarizes the contributions your Region will make toward ESP's PMP Outcomes during the next year. Present this information in the following tabular format with limited additional narrative, if necessary, to clarify how the Targets are applied in your region.

PMP Outcome No.	PMP Outcome	Year 2 Targets in XXX Region
Cross-cutting activities	Leveraging other financial support for ESP	
	Collaborative program to support the Strategic Objective of Basic Human Services	
	Public Outreach and Communications Program	
	People participating in ESP trainings and workshops	

PMP Outcome No.	PMP Outcome	Year 2 Targets in XXX Region
WSM #1	Formation of adequate policies at the local level	
WSM #2	Increasing of rehabilitated land to improve watershed function for water supply	
WSM #3	Increasing of biodiversity value under improved and local management	
WSM #4	Improvement of watershed function directly impacted by the tsunami in Aceh	This is only applicable for reporting from the Aceh NAD team
SD #1	Improve PDAM technical, operational and financial management	
SD #2	Increase access to clean water	
SD #3	Return communities in Aceh develop and implement improved water quality, sanitation, and solid waste management	This is only applicable for reporting from the Aceh NAD team
SD #4	Development of sewage treatment proposals	
SD #5	Development of solid waste management systems	
SD #6	Development of small-scale sanitation systems	
SD #7	Behavior change interventions	
FN #1	PDAM to operate at full cost-recovery	
FN #2	Creating independent regulatory board	
FN #3	Investment in the environmental services sector via DCA guarantee	
FN #4	PDAMs achieve national credit rating	
FN #5	Issuing revenue or general bond	
FN #6	Leverage private sector resources to expand the impact of ESP program in Aceh	This is only applicable for reporting from the Aceh NAD team

Note: the Aceh program also has a separate set of PMP Outcomes which that region needs to add to those in the above table.

LIMIT 1 PAGE

XXX.3 Integrating ESP Components in XXX Region. This section is the key part of your writing. Here, you present how the Sub-Tasks you have planned for the next year will be combined in locations where you are applying your integrated approach described in your first section. You are encouraged to organize these descriptions using the previously developed ESP integration themes:

Blue Threads. In the Blue Thread approach, land management activities aimed at water source protection are integrated with household water treatment and hygiene behavior change communication among users of the water to prevent diarrhea.
Clean, Green and Hygiene. This approach optimizes the synergies created between solid waste management and hand washing to prevent diarrhea.
Anchor Sites. In Anchor Projects, the full range of expertise available to ESP – including health services facilitated by HSP - are directed at a single community to enable its comprehensive transformation and development.
Think Nationally, Act Locally. This theme can accommodate a range of national initiatives that play-out and/or are supported at and adapted for the regional level. It includes a majority of the Municipal Finance work, some Protected Areas Management initiatives, some PDAM capacity building work, Community-based Sanitation, Multi-Media Campaigns, Longitudinal Studies, etc.

For each integrated location, the way in which the integrated theme will be applied needs to be described in 1 or 2 paragraphs of narrative. This description will then be followed by a table that includes only Sub-Task Name, Resources, Results, and Time Frame. The Results presented should pertain directly to the integrated program. It is anticipated that each region will present descriptions of several of these integrated locations, so please number each sequentially. Use the following format and apply the definitions of terms presented on pages 1 and 2 of these guidelines:

XXX.3.A Clean, Green and Hygiene Integrated Program in Kota Malang

1 or 2 paragraphs of introduction to the program.

Example:

Sub-Task Name	Resources	Results	Location	Time Frame
Clean, green and hygiene in Kota Malang				
WS1-3: Multi-stakeholder watershed management forums established and functioning	WSM staff, field assistant, PRA materials	Watershed management forum capable of contributing to and directing priority integrated activities	Specific names of villages, neighborhoods, etc.	October-December 2006
SD5-2: Introduce/Promote Options of Community Based Solid Waste System	CB-Solid Waste Specialist, H&H Specialist, WSM staff	Watershed management forum understands community-based solid waste management and commits to support implementation of a system	Specific names of villages, neighborhoods, etc.	January 2007
(new)SD7-6: Create and Use "Packages" for Action and Advocacy	Health and Communication Coordinator, H&H Specialist, WSM Specialist	*Cadres*, community members, and partners are trained and mobilized to support infrastructure construction and awareness campaigns. "Mini-baselines" are initiated with *posyandus.*	Specific names of villages, neighborhoods, etc.	January-April 2007

Sub-Task Name	Resources	Results	Location	Time Frame
Clean, green and hygiene in Kota Malang				
SD5-3: Implement Community Based Sanitation Management Systems	CB-Sanitation Specialist, WSM staff, H&H Specialist	Watershed management forum understands links between sanitation and health, and they participate in System construction	Specific names of villages, neighborhoods, etc.	February-April 2007
SD7-2: Develop/Implement H&H Communications Programs and Awareness Campaigns	H&H Specialist, WSM staff, CB-Solid Waste Specialist, CB-Sanitation Specialist, POC Specialist	Local government supports campaign contributing to hand washing, solid waste, and sanitation objectives.	Specific names of villages, neighborhoods, etc.	March-April 2007

LIMIT 12 PAGES

XXX.4 Integrating With Other Partners in XXX Region. This section will begin with one or two paragraphs describing the lessons you have learned during your previous year's work with partners and a description of how these lessons will be applied toward accomplishing Sub-Tasks in your work plan for the next year. Finally, for this section you should complete a table using the following format for each Sub-Task you will be working on:

Sub-Task	BHS Partners	Regional Partners	ESP Partners
As appropriate	HSP, FSN, and/or SWS	Government, NGOs, private sector, others	Other regions National level

LIMIT 1 PAGE

XXX.5 Graphic Representation of Regional Work Plans. Drawing from the North Sumatra poster as a model, prepare A1-sized poster graphically depicting ESP regional activities in a manner that demonstrates geographic breadth as well as technical integration. Include here one or two paragraphs that describe the locations and key points you want to make regarding the integration shown in the poster.

LIMIT ½ PAGE

APPENDIX 4 – DEFINING PREVALENCE AND INCIDENCE

DEFINITIONS

Prevalence

The measure of a condition in a population at a given point in time (e.g. children with diarrhea now, here referred to as point prevalence).

Prevalence can also be measured over a period of time (e.g. children with diarrhea during the previous two weeks or one year). This type of prevalence is called period prevalence; it is a combination of point prevalence and incidence. Period prevalence is the most common measure of prevalence used in diarrhea monitoring

Both measures of prevalence are proportions - as such they are dimensionless and should not be described as rates.

Prevalence = No. of existing cases / population at risk
(during specified period of time)

Incidence

The number of new occurrences of a condition (or disease) in a population over a period of time. It is typically expressed as a rate: X cases per a given population base (e.g. cases per 10,000 or 100,000 people).

The incidence rate uses new cases in the numerator; individuals with a history of a condition are not included. Because diarrhea in developing countries is viewed as continually present, the phrase "diarrhea incidence" is never used to characterize diarrhea in a community.

Incidence = No. of new cases / population at risk
(during specified period of time)

Even though individuals who have already developed the condition should be excluded, incidence rates are often expressed based on the average population rather than the population at risk. In the case of chronic conditions, where most people appear to be at risk, the distinction between populations at risk and the whole population appears to be less critical.

APPENDIX 5 – PRELIMINARY DRAFT INTEGRATED WORKPLAN FOR HEALTH AND HYGIENE COORDINATOR

Task SD 7: Strategic Communication for Hygiene Behavior Change

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
Sub-task 7-6: Create and Use "Packages" for Action and Advocacy (1) Field Assistance and Implementer Package (2) Regional Specialist Package	Finalize existing materials with USAID, HW, and ESP (PDAM optional) logos in accordance with contract			Game book, HW stickers, HW posters, HW buttons, puzzle, jingle CD (Malang, Wonokromo)	Ample numbers of all materials available for use in regional offices	October – December 2006
	Formalize two-day introductory cadre training module (include hand washing monitoring at the household level)		How SW and HW work together in the community	Draft notes from previous cadre trainings	Cadre Training Module	October – December 2006
	Formalize training module for use by non-HH staff on HH component of field school curriculum			Field school curriculum		

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
	Formalize five-day training module on "Strategic Communications for Behavior Change"	Significant central-level collaboration in content development and presentation	Training for all relevant and interested regional staff	JHU/CCP Baltimore training materials collected Puppets and puppet show reports and scripts Experience engaging "local wisdom"	Training module on Strategic Communication for Behavior Change	January – March 2007
	Formalize guidelines for organizing a local health fair (e.g. 1-day or 4 months as in one Malang RW)	Central-level input about linking to media	Input as appropriate	Reports from multiple previous health fairs	Guidelines for organizing a local health fair	October - December 2006
	Develop module on conducting "mini-baselines" in communities			BHS baseline questionnaire USAID "Assessing Hygiene Improvement Guidelines" School attendance report from from Medan and Malang	Module for conducting "mini-baselines"	October – December 2006

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
	Refine existing materials and exercises			Third party draft of Snakes and Ladders game KUJBS coloring book Hand smelling exercise for children Hands in Stacy rice exercise	Hygiene Behavior Change educational flipchart Snakes and Ladders Game Coloring Book Participatory hygiene examination exercises	October – December 2006
	Prepare Field Assistant and Implementer Package			Existing materials finalized with logos "Mini-baseline" module Refined existing materials and exercises	Implementable "Package" of modules and materials	December – January 2007
	Prepare Regional Specialist Package and guidelines for use	Central-level guidance on concept of "advocacy"		Field Assistant and Implementer Package	Guidelines for use of Field Assistant/Implementer and Regional Specialist Packages	December – January 2007
Sub-task 7-7: Regional Specialist Skill-building	Compile findings from baseline survey and formative research and provide guidelines to Regional Specialists in communication compiled findings					

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
	Training on "Strategic Communication for Behavioral Change"	Participation in training delivery	Training participants	Training module on "Strategic Communications for Behavioral Change"	All regions receive five-day training to improve collaboration and better apply communication approaches Two trainings – one per island	April – May 2007
	Training on use of Regional Specialist Package		Community-based Solid Waste and Community-based Sanitation Specialists participate in training	Guidelines for use of the Regional Specialist Package	Trained community-based specialists in each regional office Six trainings – one per office Schedule of trainings for implementers	February 2007
	Annual project-wide communications summit	Planning and participation		POC work plans Health and Hygiene work plans Strategic Communication Framework	Single vision and action approaches to strategic communication between POC and Health/Hygiene specialists	October 2006
Sub-task 7-8: Ensuring Collaboration for Diarrhea Prevention	Regional specialists participate in regular Communications Coordination Meetings	Regional POC leadership of Coordination Meetings		Coordinated time commitment of POC and Health/Hygiene staff	Regional action plans and reports on achievements	November 2006 – September 2007

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
	Quarterly trips of Municipal Service Delivery and Hygiene Communication Coordinator to each region for Collaboration Review and Planning		Regional Advisors lead meetings involving Community-based Solid Waste, Community-based Sanitation, Municipal Water/Sanitation specialists in problem-solving, support, technical input around collaboration	Time commitment of SD and H&H Coordinator	Regional Action Plans for integrated activities updated quarterly	October 2006 – September 2007
	Contribute to watershed team-led collaboration review and planning		TBD	TBD	TBD	TBD
Sub-task 7-9: Supporting and Completing Local Activities and Partner Collaboration	Support first round of application of Regional Specialist Package			Hygiene Communication Coordinator STTA	Continually improved skills of regional specialists	March – May 2007
	Support second round of application of Regional Specialist Package			Hygiene Communication Coordinator STTA	Continually improved skills of regional specialists	July – September 2007

Sub-Task Description	Activities	Collaboration with POC	Collaboration with Other Components	Resources	Output	Time Frame
	Identify and implement collaborative opportunities in ESP project sites			Input from AI, HSP, SWS, GTZ/Aceh, FSN partners, DBE1, DBE2, others	Collaboration plans and resource commitments	October 2006 – September 2007
	Support regionally-identified public private partnerships			Private sector interest, commitment and resources	Leveraged support for regional initiatives	October 2006 – September 2007

APPENDIX 6 – 10-MINUTE MONITORING QUESTIONNAIRE ON DIARRHEA PREVENTION

No. EHP *ESP*	**Questions, Observations, and Filters**	**Coding Categories**
Percent of children under the age of 36 months with diarrhea in the last two weeks		
159 *XXX*	Has [NAME OF YOUNGEST CHILD] had diarrhea in the last two weeks? DIARRHEA: THREE OR MORE LIQUID STOOLS IN 24 HOURS	YES NO DON'T KNOW
Percentage of caretakers washing hands properly with soap and at appropriate times		
136 *Not done*	Can you show me how you wash your hands? INTERVIEWER: OBSERVE THE HANDWASHING AND ANSWER THE FOLLOWING QUESTIONS	YES NO
137 *Not done*	Does the person use water?	YES NO
138 *Not done*	Does the person use soap?	YES NO
139 *Not done*	Are both hands washed?	YES NO
140 *Not done*	Does he or she rub hands together three times or more?	YES NO
141 *Not done*	How does the person dry his or her hands?	WITH TOWEL OR CLOTH IN THE AIR GARMENT OTHER _____ (specify)
None *H 703*	Have you used soap today or yesterday?	YES NO

No. EHP *ESP*	Questions, Observations, and Filters	Coding Categories	
90 *H 704*	When you used soap today or yesterday, what did you use it for? IF FOR WASHING MY OR MY CHILDREN'S HANDS IS MENTIONED, PROBE WHAT WAS THE OCCASION, BUT DO NOT READ THE ANSWERS. (DO NOT READ THE ANSWERS, ASK TO BE SPECIFIC, ENCOURAGE "WHAT ELSE" UNTIL NOTHING FURTHER IS MENTIONED AND CHECK ALL THAT APPLY)	WASHING CLOTHES/UTENSILS	A
		WASHING MY BODY	B
		WASHING MY CHILDREN	C
		WASHING CHILD'S BOTTOM	D
		WASHING MY CHILDREN'S HANDS	E
		WASHING MY HANDS	
		WASHING HANDS AFTER WORKING OUTSIDE	F
		WASHING HANDS AFTER CLEANING HOUSE	G
		WASHING HANDS AFTER DEFECATING	H
		WASHING HANDS AFTER CLEANING CHILD'S BOTTOM	I
		WASHING HANDS BEFORE FEEDING CHILD	J
		WASHING HANDS BEFORE PREPARING FOOD	K
		WASHING HANDS BEFORE EATING	L
		OTHER (SPECIFY) _____	X
Percentage of children whose feces were disposed safely			
157 *H609*	The last time [NAME OF YOUNGEST CHILD] passed stool, where did s/he defecate?	TOILET/LATRINE WASHABLE DIAPER/PAMPERS DISPOSABLE DIAPER/PAMPERS POTTY ON THE GROUND IN THE HOUSE ON THE GROUND OUTSIDE OF THE HOUSE IN HIS/HER CLOTHES DIRTY WATER CHANNEL IN THE RIVER OR OTHER WATER OTHER (SPECIFY) _____	
158 *H610*	The last time [NAME OF YOUNGEST CHILD] passed stools, where were the feces disposed of? [IF "WASHED OR RINSED AWAY", PROBE WHERE THE WASTEWATER WAS DISPOSED OF. IF "DISPOSED", PROBE WHERE IT WAS DISPOSED OF SPECIFICALLY]	PUT/RINSED INTO TOILET OR LATRINE PUT/RINSED INTO DRAIN OR DITCH RINSED AND DISPOSED IN THE OPEN THROWN INTO GARBAGE BURIED DID NOTHING/LEFT IN THE OPEN OTHER (SPECIFY) _____	

No. EHP *ESP*	Questions, Observations, and Filters	Coding Categories
Percentage of households that practice safe drinking water management		
H501	What is the main source of water used for drinking by members of your household? MARK ONE RESPONSE NOTE: IF "REFILL WATER" IS MENTIONED, PROBE FROM WHICH SOURCE	PIPED WATER INTO DWELLING PIPED WATER INTO YARD/PLOT/BUILDING PUBLIC TAP/STANDPIPE TUBEWELL/BOREHOLE PROTECTED DUG WELL UNPROTECTED DUG WELL UNPROTECTED SPRING RAINWATER COLLECTION CART WITH SMALLTANK/DRUM TANKER TRUCK BOTTLED WATER SURFACE WATER (RIVER/POND/LAKE/DAM/STREAM/CANAL/IRRIGATION CHANNEL) OTHER (SPECIFY) _____
Not in *H519*	A. What can people do to water to make it drinkable? WAIT FOR SPONTANEOUS REPONSES. B. Have you heard of … READ METHODS NOT MENTIONED SPONTANEOUSLY C. What have you used to treat/clean drinking water in your home? MARK ACCORDINGLY	WHAT CAN PEOPLE DO? / **A** "X" IF MENTIONED / **B** HAVE YOU HEARD OF? (READ RESPONSE) YES / NO / **C** HAVE YOU EVER USED? (READ RESPONSE) YES / NO
		BOIL WATER
		USE KAPORITE
		USE CHLORINE/AIR RAHMAT/SWS
		OTHER PRODUCT (SPECIFY) _____
		AQUATABS/TABLETS
		USE CLOTH FILTER
		WATER FILTER (ELECTRIC, CERAMIC, SAND, PITCHER)
		USE ALUM/TAWAS
		SOLAR DISINFECTION
		OTHER (SPECIFY) _____
Not in *Done*	How do you store drinking water?	IN CONTAINER (BUCKET, JERRY CAN, JERKIN, BOTTLE, DRUM, ETC.) ROOF TANK OR CISTERN NO WATER STORED
29 *Done*	IF IN CONTAINERS: What type of containers are these? (NARROW MOUTHED OPENING IS 3CM OR LESS)	NARROW MOUTHED WIDE MOUTHED OF BOTH TYPES

No. **EHP** ***ESP***	**Questions, Observations, and Filters**	**Coding Categories**		
30 *Done*	IF IN CONTAINERS: Are the containers covered?	ALL ARE	SOME ARE	NONE ARE
Not in *Done*	IF IN CONTAINERS: Do the containers have a tap/spigot?	ALL DO	SOME DO	NONE DO

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