

Capacity Enhancement Needs Assessment (CENA) for Gender Integration into Sanitation

Introduction

Cities in India are growing, in terms of their population and economic activities. Ensuring adequate urban services for citizens is among the basic needs of a well-functioning city. Various policies, programmes, schemes and financial assistance are directed towards provision of better sanitation services. Thus, development of capacities for the state and respective city administrators are essential for handling provision of inclusive urban service. Understanding the existing sanitation scenario and assessing the attitudes, knowledge, skills and roles of key stakeholder institutions at the state and city level are very important. This supports in planning, implementing and operating inclusive sanitation service. Moreover, with increasing focus on integrating gender and inclusiveness to ongoing and planned service provisioning, it is important to gauge the perception and awareness of gender, its impact on experience of services and means through which empowerment can be channelised across genders.

Objective: The objective of this document is to determine capacities and enhancements needs of key stakeholders of various institutions in the sanitation delivery system.

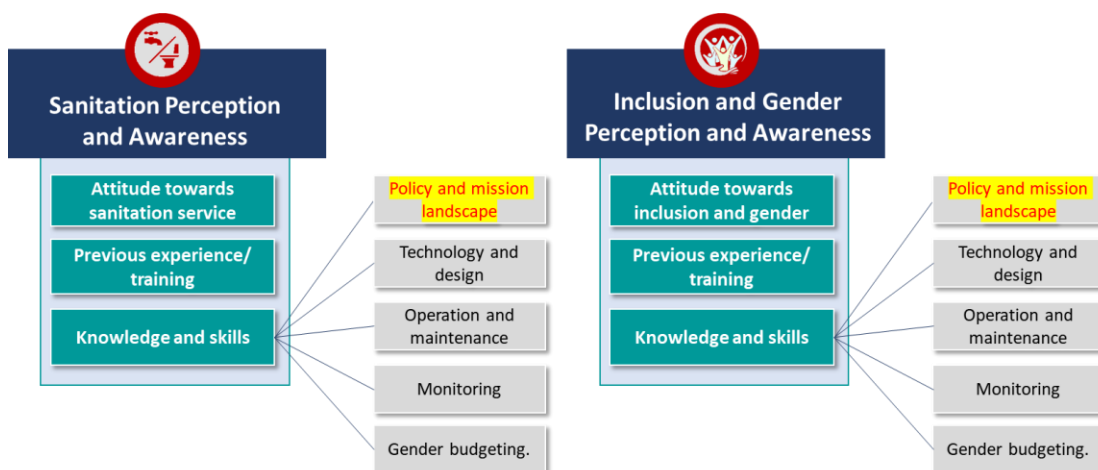
Conceptual Framework for Inclusive Sanitation CENA

Generally the capacity needs assessments are conducted at three discrete levels: the individual, the organisation and the larger ecosystem. This means that popular methods of capacity needs assessment need to be adapted to the multi-level multi-stakeholder institutional mechanism developed for this project. They need to consider commitments of these stakeholders (ULB, MEPMA, Gender forums etc.), who are engaged in this system in various capacities, with differing interest, knowledge and experience. Further, “organisational” capacity here should refer to the larger commitments in gender inclusion in sanitation by managerial, administrative personnel who oversee the implementation. Another important stakeholder group to consider are the community members. They are both the beneficiaries of the larger programmatic outcomes, and key participants in decision-making across the different levels of the institutional structure.

The methodology for inclusive sanitation CENA is based on a two-dimensional framework design. The two variable sets considers:

1. Perception and Awareness of Sanitation and Inclusion and Gender

This variable analyses perception and awareness for two sets, i.e. sanitation service and inclusion and gender. Under each set, the attitude towards the subject, the knowledge and skill sets and training experience is gauged. The knowledge and skill sets assess key engagement areas of a) policy and mission landscape b) technology and design c) operation and maintenance d) monitoring and e) gender budgeting.



2. Staff category

This variable analyses the roles, responsibilities and capacity across State and city officials, across three levels of staff profiles, i.e. a) Administrative and Managerial Officials b) Technical staff and c) Community leaders/ staff.

The Key stakeholders identified under each staff category is as follows:

Sr. No	Level	Key stakeholders
At State level		
1	Administrative and Managerial Officials	<ul style="list-style-type: none"> • Mission Director (MEPMA) • Managing or Executive Director (Swachh Andhra Corporation) • Director (Municipal Administration and Urban Development) • Principal Secretary (State Level Sanitation Committee) • Director (Women and Child Welfare Department and other departments)
At City level		
1	Administrative and Managerial Officials	<ul style="list-style-type: none"> • Project Director (MEPMA) • Mayor (Head of CSTF) • Municipal Commissioner (Head of ULB and Convener of CSTF)
2	Technical staff	<ul style="list-style-type: none"> • Sanitary Supervisor/ Inspector(s) • Town Planning Officer(s) • Environmental Engineer(s) • Health Officer(s)
3	Community leaders/ staff	<ul style="list-style-type: none"> • Resource Person(s) (MEPMA) • Gender Sub-group member(s) • Gender Forum memers • Town level, Area level, Slum level federation member(s)

The above two variable sets is visualised as the below table:

Perception and Awareness	Staff Category	Administrative and Managerial Officials <i>(At State and City level)</i>	Technical Staff <i>(At City level)</i>	Community Leaders/ Staff <i>(At City level)</i>
Sanitation				
Inclusion and Gender				

Questionnaires for Officials

On the basis of these variables, specific questionnaires are developed to assess the capacity needs of stakeholders in the sanitation service delivery system.

At State Level

1. Questionnaires for Administrative and Managerial Officials

Perception and Awareness on Sanitation and Inclusion and Gender

Number	Question
1	What is your vision for WASH/ sanitation sector in the State for the coming five years?
2	What do you think are the biggest sanitation challenges in the State? How have you planned/ are planning to address them?
3	How do you perceive 'inclusion' and 'gender' in sanitation?
4	To what extent does 'inclusion' and 'gender' influence sanitation strategies or plans?
5	What measures you are or will take to promote the inclusive sanitation agenda?
6	Do you think the cities have the capacity to plan, design and implement sanitation strategies which are inclusive in nature?

Number	Question
	<i>(Prompt: Describe Leave No One Behind agenda, needs of the most excluded/marginalised are also met effectively)</i>

At City Level

2. Questionnaires for Administrative and Managerial Officials

Perception and Awareness on Sanitation and Inclusion and Gender

Number	Question
1	What is your vision for WASH/ sanitation sector in your city?
2	How would you describe the sanitation situation in the city?
3	What do you think are the biggest sanitation challenges the city is facing? How have you planned/ are planning to address them?
4	What are the gaps in the existing operation and maintenance (O&M) system?
5	What are the challenges you face while monitoring provision of sanitation services?
6	Do you think a community led O&M participatory system will improve the maintenance of sanitation services?
7	What capacities you feel need to be built on or improved at the organisation?
8	How important is 'gender' and 'inclusion' in sanitation?
9	Are there any particular groups that you feel face more issues when it comes to sanitation? <i>(Prompt: Mention women, transgender community, the poor, migrants, people with disabilities (limited mobility, visual impairment, mental illnesses, etc.), occupational minorities (daily wage workers, pig rearers, manual scavengers, etc.), people belonging to lower caste, religious minorities, young children, adolescents, the elderly, etc.)</i>
10	Have you taken any specific steps to incorporate 'gender' and 'inclusion' in provision of sanitation services? If yes, please specify. If no, what steps should be taken to incorporate 'gender' and 'inclusion' into sanitation provision?
11	Have you received any training on gender/ inclusion in sanitation? What was the topic, duration and satisfaction of the training?
12	If yes, were you able to apply the knowledge and learning in your work?

Number	Question
13	Do you have access to documents, publications, manuals, toolkits, etc. on inclusive/ gender sanitation? If yes, what materials do you have access to?
14	How do you perceive gender budgeting in sanitation? <i>If the respondent is aware of gender budgeting then ask the following questions:</i> a) Do you think gender budgeting is helpful in achieving inclusive sanitation (such as for marginalised groups)? If so, in what way? b) Do you have specific recommendations to improve the existing gender budgeting, particularly for sanitation?
15	Do you think the departments have the capacity to plan, design and implement sanitation strategies which are inclusive in nature? <i>(Prompt: Describe Leave No One Behind agenda, needs of the most excluded/marginalised are also met effectively)</i>

3. Questionnaires for Technical Staff

Perception and Awareness on Sanitation and Inclusion and Gender

Number	Question
1	How would you describe the sanitation situation in the city?
2	What do you think are the biggest sanitation challenges the city is facing? How have you planned/ are planning to address them?
3	What are the gaps in the existing operation and maintenance (O&M) system?
4	What sort of data do you collect, particularly for sanitation? Do you think disaggregated data is important for monitoring? How can you use this type of data?
5	What are the challenges you face while monitoring provision of sanitation services?
6	Do you think a community led O&M participatory system will improve the maintenance of sanitation services?
7	How important is 'gender' and 'inclusion' in sanitation? Are there any particular groups that you feel face more issues when it comes to sanitation?
8	Have you received any training on gender/ inclusion in sanitation? What was the topic, duration and satisfaction of the training?
9	If yes, were you able to apply the knowledge and learning in your work?
10	Do you have access to documents, publications, manuals, toolkits, etc. on gender/ inclusive sanitation? If yes, what materials do you have access to?

Number	Question
11	<p>How do you perceive gender budgeting in sanitation?</p> <p><i>If the respondent is aware of gender budgeting then ask the following questions:</i></p> <p>a) Do you think gender budgeting is helpful in achieving inclusive sanitation (such as for marginalised groups)? If so, in what way?</p> <p>b) Do you have specific recommendations to improve the existing gender budgeting, particularly for sanitation?</p>
12	<p>Do you think the departments have the capacity to plan, design and implement sanitation strategies which are inclusive in nature?</p> <p><i>(Prompt: Describe Leave No One Behind agenda, needs of the most excluded/marginalised are also met effectively)</i></p>
13	<p>What type of training do you think will help you to provide inclusive sanitation better?</p>

4. Questionnaires for Community Leaders/ Staff

Perception and Awareness on Sanitation and Inclusion and Gender

Number	Question
1	<p>How would you describe the sanitation situation in the community?</p>
2	<p>What do you think are the biggest sanitation challenges the community is facing? How have you planned/ are planning to address them?</p>
3	<p>Are there any particular groups that you feel face more issues when it comes to sanitation? <i>(Prompt: mention women, transgender community, the poor, migrants, people with disabilities (limited mobility, visual impairment, mental illnesses, etc.), occupational minorities (daily wage workers, pig rearers, manual scavengers, etc.), people belonging to lower caste, religious minorities, young children, adolescents, the elderly, etc.)</i></p>
4	<p>What kind of practices does the community practice for better hygiene and sanitation?</p>
5	<p>Have you been part of any sanitation planning process or stakeholder consultation?</p>
6	<p>Have you been part of any awareness campaign, workshop, training, with regard to sanitation, inclusive sanitation, gender awareness, etc.? What was the topic, duration and satisfaction of the training?</p>
7	<p>If yes, were you able to apply the knowledge and learning in your work?</p>
8	<p>Do you have access to dissemination material (like posters, handouts, etc.) on gender inclusive sanitation? If yes, what materials do you have access to?</p>

CENA for Gender Inclusive Sanitation in Narsapur

The capacity enhancement needs assessment for gender inclusive sanitation at city level was conducted in the city of Narsapur. The assessment was carried out at individual level across three categories of profiles, i.e. a) Administrative and Managerial Officials b) Technical staff and c) Community leaders/ staff.

The assessment analysed the perception and awareness for two sets, i.e. sanitation service and inclusion and gender. Under each set, the attitude towards the subject, the knowledge and skill sets and training experience was gauged. The common gap is the limited technical skills in gender integration and promotions within respective positions. These gaps were expressed in the participants' responses to the interview questions asked.

The assessment identified that there is awareness about gender, however many relate to gender inclusion with a lens of meeting the needs of only women. There is lack of awareness about needs of vulnerable groups other than women. The importance of integrating gender into sanitation was missing at large except for some high ranking officials. Sanitation and gender integration are two parallel streams. The assessment also identifies limited technical knowledge among key positions such as the Municipal commissioner, sanitary inspector, health assistant etc. in integration gender into planning, implementation and monitoring to ensure the needs of all vulnerable groups are met. The staff has limited skills in gender analysis, gender budgeting, gender auditing, production of disaggregated data, and gender monitoring and evaluation.

In case of the community leaders, the awareness about gender and needs of vulnerable groups are very bleak. Thus they require a full scale sensitization about gender and its importance in sanitation. It essential to capacitate them in order to identify the needs of the vulnerable groups in their community and to ensure the issues are resolved.

The table below provides the detailed assessment of capacity enhancement needs in the city of Narsapur encompassing the institutions such the Municipality,

Table 1: Capacity gaps and needs across three categories of profiles

Staff Category	Current Capacity	Gender capacity Gaps	Capacity needs required	
			Trainings	Technical assistance/ study tours etc.
Administrative and Managerial Officials (Municipal Chairperson and Commissioner)	Aware about gender and other vulnerable groups	Limited experience in the integrating gender into sanitation planning	Training on gender integration analysis and inclusive planning	Experts to provide hands on supports and tools for gender inclusive planning, monitoring and advocacy
	Aware about importance of gender inclusive sanitation	Limited skills in gender analysis, inclusive planning , budget analysis	Training on monitoring and evaluation in terms of mainlining digital databases, collection and analysis of disaggregated data and gender auditing.	Provision of case studies and best practices
	Aware about importance of gender budgeting	Limited skills in gender monitoring and evaluation.	Training on Human centric design and universal accessibility standards for planning and designing inclusive infrastructure	Provision of guiding manual for inclusive planning and human centric design
	Aware about Faecal Sludge and Septage Management and sanitation value chain	Limited knowledge about specific gender integration guidelines and tools	Training on how to do gender budget analysis and monitoring of the budget flow, utilisation and reporting	Provision of monitoring templates
	Aware about Menstrual Hygiene Management, Health and personal hygiene	Limited skills in coaching, mentorship	Leadership training to improve coaching, mentorship	Field visit to site that demonstrates human centric deign
	Supported the formation of Gender Resource Centre, Gender Sub-group and Gender Forums			

Staff Category	Current Capacity	Gender capacity Gaps	Capacity needs required	
			Trainings	Technical assistance/ study tours etc.
Technical Staff (Environmental engineer, Sanitary Inspector, Health Assistant)	<p>Aware about Faecal Sludge and Septage Management and sanitation value chain</p> <p>Aware about Menstrual Hygiene Management, Health and personal hygiene</p>	<p>Limited awareness about gender and needs of all vulnerable groups</p> <p>Limited awareness about importance of gender inclusive sanitation</p> <p>Limited skills in gender analysis, inclusive planning , budget analysis</p> <p>Limited knowledge about specific gender integration guidelines and tools</p> <p>Lack of digital database for maintaining sanitation data</p> <p>Limited skills in gender monitoring and evaluation, collection and analysis of disaggregated data, maintenance of digital data</p> <p>Limited staff for monitoring in general (only 1 sanitary inspector, 1 health assistant and 2 masons under them)</p>	<p>Sensitization about gender concept and needs of all vulnerable groups</p> <p>Sensitization about importance of gender inclusive sanitation</p> <p>Training on gender integration analysis and inclusive planning</p> <p>Training on monitoring and evaluation in terms of mainlining digital databases, collection, analysis and reporting of disaggregated data and gender auditing to ensure operation and maintenance</p> <p>Training on Human centric design and universal accessibility standards for planning and designing inclusive infrastructure</p>	<p>Provision of case studies and best practices</p> <p>Provision of guiding manual for inclusive planning and human centric design</p> <p>Provision of monitoring templates</p> <p>Field visit to site that demonstrates human centric deign</p>

Staff Category	Current Capacity	Gender capacity Gaps	Capacity needs required	
			Trainings	Technical assistance/ study tours etc.
<p>Community leaders/Staff (MEPMA Town Mission Coordinator, Community Organisers, Slum level Federation Members)</p>	<p>Aware about gender and other vulnerable groups</p> <p>Aware about adequate sanitation, Menstrual Hygiene Management, personal hygiene and impact of sanitation on health</p>	<p>Limited awareness about needs of all vulnerable groups</p> <p>Limited awareness about importance of gender inclusive sanitation</p> <p>Limited skills on gender inclusive sanitation advocacy</p>	<p>Sensitization about importance of gender inclusive sanitation and needs of vulnerable groups</p> <p>Training on gender inclusive sanitation advocacy</p> <p>Training on communication protocols between community, Municipality, third-party service providers and any external community support structures such as Civil Society Organisations and Non-Government Organisations, particularly for issue channelization</p> <p>Training to monitor inclusive sanitation service provisions</p>	<p>Provision of advocacy material and information booklets/ handouts on FSSM, MHM, importance of gender inclusive sanitation and needs of vulnerable groups, communication protocols and monitoring protocols</p> <p>Field visit to site that demonstrates human centric design</p>
<p>Community leaders/Staff (Gender Forum members from Ponapali, Madevayapalam, shriharipeta)</p>	<p>Limited awareness about adequate sanitation, Menstrual Hygiene Management, personal hygiene and impact of sanitation on health</p>	<p>Limited to no awareness about gender and other vulnerable groups</p> <p>Limited to no awareness about needs of all vulnerable groups</p>	<p>Further sensitization about adequate sanitation, Menstrual Hygiene Management, personal hygiene and impact of sanitation on health</p>	<p>Provision of information booklets/ handouts on FSSM, MHM, importance of gender inclusive sanitation and needs of vulnerable groups, communication protocols and monitoring protocols</p>

Staff Category	Current Capacity	Gender capacity Gaps	Capacity needs required	
			Trainings	Technical assistance/ study tours etc.
	Presence of caste based taboo, operation and maintenance of the public /community toilets are required to be done by a specific caste only	<p>No awareness about importance of gender inclusive sanitation</p> <p>Limited awareness about Faecal Sludge and Septage Management and sanitation value chain</p>	<p>Sensitization about Faecal Sludge and Septage Management and sanitation value chain</p> <p>Sensitization about gender concept and needs of all vulnerable groups</p> <p>Sensitization about importance of gender inclusive sanitation</p> <p>Training on communication protocols between community, Municipality, third-party service providers and any external community support structures such as Civil Society Organisations and Non-Government Organisations, particularly for issue channelization</p> <p>Training to monitor inclusive sanitation service provisions</p>	Periodic awareness campaigns

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