

# Gender Integration Guideline for Inclusive Sanitation



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# Gender Integration Guideline for Inclusive Sanitation

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**Published :** May 2024

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**Design & Printing**

**ADFAIR DESIGN & SUPPLY**

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## Foreword



I am pleased to introduce this important guideline, titled **“Gender Integration Guideline for Inclusive Sanitation”**, crafted by the CWIS-FSM Support Cell of the Department of Public Health Engineering (DPHE).

This guideline stands as a pivotal resource in our collective commitment to enhancing the inclusivity and effectiveness of sanitation services. Recognizing the paramount significance of gender equality and social inclusion in the sanitation domain, our aim is to provide accessible and sustainable services to our communities.

The guideline provides insights, strategies, and a step-by-step approach to seamlessly integrate gender considerations into the design and development of inclusive sanitation service delivery. It places a specific focus on addressing the needs of women, persons with disabilities, sanitation and waste workers, and other marginalized groups.

The Guideline for Gender Integration for Inclusive Sanitation will propel these initiatives to be gender transformative. This involves a comprehensive integration of gender perspectives into all aspects of sanitation planning, management, monitoring, and evaluation. It underscores inclusive decision-making, active participation, and equitable access to resources, contributing to projects that are not only gender-responsive but also strive for fairness and accessibility in providing safely managed sanitation, for everyone.

I extend my heartfelt appreciation to the CWIS-FSM Support Cell for their instrumental role in the development of this guideline. Your unwavering commitment to advancing the principles of equality and inclusion in the sanitation sector is commendable, and I am confident that this guideline will serve as a catalyst for transformative action on gender equality and social inclusion in sanitation services.

A handwritten signature in blue ink, appearing to read "Tushar Mohon Sadhu Khan".

**(Tushar Mohon Sadhu Khan)**  
Chief Engineer  
Department of Public Health Engineering

## Acknowledgement

I am pleased to introduce the guideline, titled '**Gender Integration Guideline for Inclusive Sanitation**', crafted by the CWIS-FSM Support Cell of the Department of Public Health Engineering (DPHE). This guideline is a pivotal resource in our collective commitment to enhancing the inclusivity and effectiveness of sanitation services.

Recognizing the paramount significance of gender equality and social inclusion in the sanitation domain, our aim is to provide accessible and sustainable services to our communities. The guideline offers insights, strategies, and a step-by-step approach to seamlessly integrate gender considerations into the design and development of inclusive sanitation service delivery, focusing on the needs of women, persons with disabilities, sanitation and waste workers, and other marginalized groups.

The Guideline for Gender Integration for Inclusive Sanitation will propel initiatives to be gender transformative, integrating gender perspectives into all aspects of sanitation planning, management, monitoring, and evaluation. It underscores inclusive decision-making, active participation, and equitable access to resources, contributing to projects that are not only gender-responsive but also strive for fairness and accessibility in providing safely managed sanitation for everyone.

To finalize this document, I would first like to express my deepest gratitude to Mr. Tushar Mohan Sadhu Khan, Chief Engineer of the Department of Public Health Engineering, for his precise guidance. My sincere thanks also go to Mr. Md. Shafiqul Hassan, Co-chair of the CWIS-FSM Support Cell, along with the respected Project Directors and officials of DPHE who provided invaluable feedback and insightful advice throughout the finalization process. Sincere thanks to the partners of the CWIS-FSM Support Cell (ITN-BUET, WaterAid, Practical Action, SNV, Athena Infonomics, Global Water and Sanitation Center-GWSC, AIT, FANSA and Others) for bringing knowledge which are immensely valuable while deliver this document. Lastly, I extend my heartfelt appreciation to all the officials of the CWIS-FSM Support Cell, whose commitment and hard work from the beginning to the end were crucial in bringing this document to completion.



**Dr. Abdullah Al-Muyeed**

Chief Operating Officer  
CWIS-FSM Support Cell  
Department of Public Health Engineering

# CONTENT

<b><u>SL</u></b>	<b><u>Title</u></b>	<b><u>Page</u></b>
A.	Objective of the Guideline.....	1
B.	DPHE and the WASH Context in Bangladesh.....	1-2
C.	Policy Landscape.....	2-3
C.1	National Strategy for Water Supply and Sanitation 2021.....	2
C.2	National Menstrual Hygiene Management Strategy 2021.....	2-3
D.	Gender Integration Guideline for Inclusive Sanitation : A Step-by-Step Approach.....	4-8
D.1	Step 1: Identifying Challenges & Consequences of Inequalities.....	4
D.2	Step 2: Integration Gender in Inclusive Sanitation Service Delivery System throughout the Project Cycle..	5
D.2.1	Planning.....	5-6
D.2.1.a	Background and Context.....	6
D.2.1.b	Gender Analysis.....	6-7
D.2.1.c	Logical Framework.....	7
D.2.1.d	Resource Allocation.....	8
D.2.1.e	Gender Integration Checklist Considering Major Areas in Inclusive Sanitation Service Delivery System..	8
D.2.1.f	Gender Equality Marker.....	8
E	Project Implementation.....	9
E.1	Implementation and intervention.....	9
F	Monitoring and Evaluation.....	9
F.1	Monitoring.....	9
F.1.1	Gender Transformative Monitoring Indicators.....	9-10
F.1.2	Framework for SADD Data Collection.....	10
F.2	Evaluation.....	10
F.2.1	Analyze the Data and Report on the findings.....	10
	Annexes.....	11-26

## Gender Integration Guideline for Inclusive Sanitation

### A. Objective of the Guidelines

Introducing the '**Gender Integration Guideline for Inclusive Sanitation**': This comprehensive technical document offers a systematic road-map for seamlessly integrating gender considerations into the planning and execution of sanitation service delivery. Designed primarily for sanitation implementation agencies and stakeholders, this guideline aim to facilitate the incorporation of gender perspectives for scaling up inclusive sanitation service delivery system throughout the project cycle.

By adhering to these guidelines, project designers can ensure that the unique needs of women, Persons with Disabilities (PWDs), and sanitation/waste workers are fully accounted for in all sanitation-related initiatives. Ultimately, the objective is to guarantee equitable access to safe and clean water, sanitation, and hygiene facilities for all.

### B. DPHE and the WASH Context in Bangladesh

Bangladesh has made remarkable progress in advancing access to water and sanitation services. by increasing access to drinking water to 98% and reducing open defecation practices to almost zero in 2019 (1%). The Department of Public Health Engineering (DPHE), under the Ministry of Local Government, Rural Development & Cooperatives (MoLGRD&C) has the statutory responsibility for ensuring access to water supply, sanitation and hygiene services. DPHE has been working to improve sanitation through a variety of initiatives, including the installation of new water supply and sanitation infrastructure, as well as promoting hygiene education and behavior change campaigns.

Concerns have been on the rise regarding better sanitation management, which is one of the basic human rights, owing especially to the present goal of sustainable development, more specifically Sustainable Development Goal (SDG) 6. But access to proper sanitation facilities remains a significant challenge, particularly in rural areas. There are still some gender disparities in sanitation access and use in Bangladesh. According to the 2022 JMP report, women are more likely than men to live in households without any sanitation facilities. In rural areas, 15% of women live in households without any sanitation facilities, compared to 13% of men . According to the 2019 MICS survey, 80% of women in rural areas of Bangladesh are responsible for collecting water for their households. In urban areas, 55% of women are responsible for collecting water for their households.

DPHE plays a crucial role in addressing the sanitation challenges in Bangladesh. It is responsible for planning, designing, implementing, and maintaining water supply and

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<sup>1</sup>JMP, 2022

<sup>1</sup>JMP 2022

<sup>1</sup>JMP 2022

<sup>1</sup>MICS, 2019



sanitation project in both urban and rural areas of the country. Its key functions include the construction and maintenance of water supply systems, installation of sanitation facilities, and promotion of hygiene education. DPHE also works with local governments, NGOs, and development partners to improve access to safe water and sanitation facilities in rural and urban areas.

### **C. Policy Landscape:**

**Gender Integration Guideline for Inclusive Sanitation** is crucial for ensuring that sanitation service delivery is equitable and inclusive. The National Strategy for Water Supply and Sanitation 2021 and the National Menstrual Hygiene Management Strategy 2021 are two important policy documents that are promoting gender equality in the WASH sector in Bangladesh. Both strategies emphasize the importance of gender-inclusive planning, monitoring, and implementation in WASH services.

#### **C.1 National Strategy for Water Supply and Sanitation 2021**

The National Strategy for Water Supply and Sanitation 2021 specifically prioritizes gender integration through its Strategy-8 of the strategic theme 1, "Mainstream Gender Approaches." This strategic theme outlines seven key considerations for gender integration in WASH services, including:

1. Involving both women and men in planning, implementing, operating, and maintaining WASH services
2. Ensuring that project interventions contribute to the economic empowerment of women and promote equal participation of women and men
3. Increasing women's representation in community-based organizations and other committees involved in the sector
4. Considering and promoting technological options suitable for women of various socio-economic groups and their special needs, such as menstrual hygiene management
5. Adopting a gender-sensitive approach in promotional campaigns and providing adequate opportunities for women to play a key role in the process
6. Coordinating with related ministries, especially the Ministry of Women and Children Affairs, for mainstreaming gender
7. Facilitating women-led community-based WASH project implementation

#### **C.2 National Menstrual Hygiene Management Strategy 2021**

The National Menstrual Hygiene Management Strategy 2021 also emphasizes the importance of gender-inclusive design in WASH facilities. Strategic Direction 3 of the policy focuses on "Upgrading WASH facilities for MHM." This strategic direction outlines two key steps:

**3.1 Adequate quality and quantity of WASH facilities:** Under this direction, it is said to provide MHM friendly toilets in office, educational institutions, terminals, hospitals, shopping malls etc. The design of public toilets should be more inclusive and user friendly to all women. The number of WASH facilities should be increased as said in the strategic direction.

**3.2 Inclusive Design:** The Strategic Direction 3.2 titled as “Inclusive Design” proposed to GoB to develop a guideline for designing inclusive toilet infrastructure in line with the National Sanitation Strategy provisions. Minimum standard of WASH facilities with necessary modifications are said to be applied for the specific needs as in flood prone areas or during cyclone and other disasters. For design standard some issues are said to be followed as;

- ✓ Water and Cleaning Materials,
- ✓ Sex- segregated Toilets,
- ✓ Gender-Friendly Toilets,
- ✓ PWD – Friendly Toilets,
- ✓ Toilet Use and
- ✓ Operation and Maintenance.

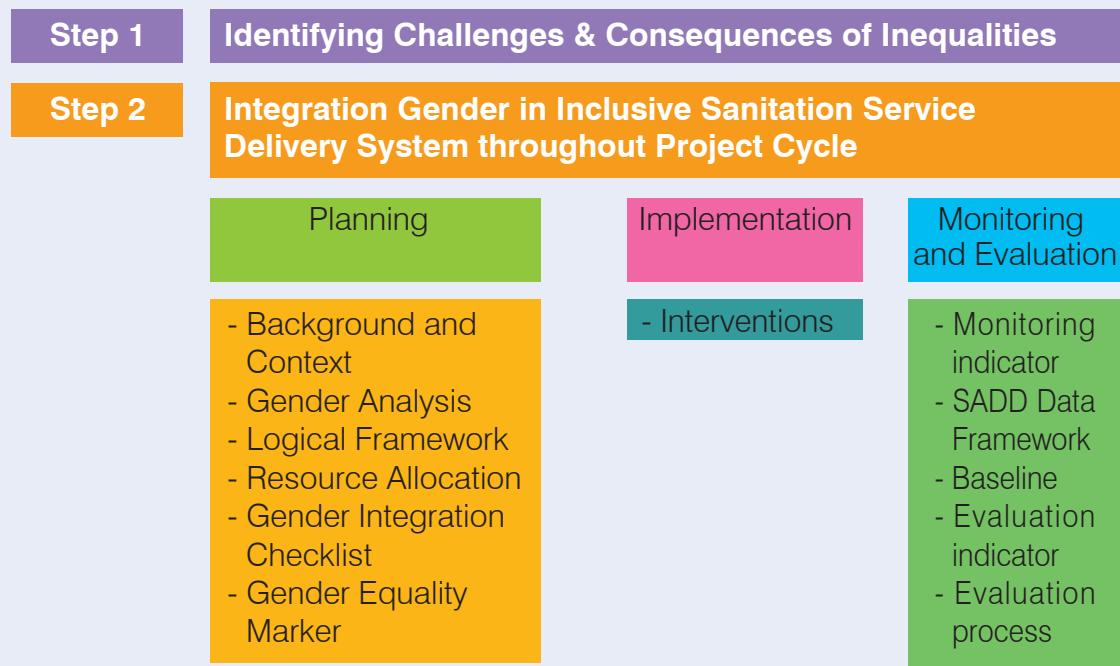
**Strategy 4 is titled as; “Disposing MHM Products Safely”** which outlines safe, hygienic and environment friendly disposal process of MHM products. The proposed MHM coordination committee has given responsibility to prepare a detailed guide line to ensure safe disposal of MHM products. Further the committee will encourage and recognize innovation such as biodegradable pads, reusable pads and products as menstrual cup etc.

Inclusive sanitation service delivery system should be aligned with these strategies by following these key issues:

- Consider the gendered needs of all users throughout the WASH project cycle.
- Ensure that WASH facilities are accessible and affordable for all users.
- Design WASH facilities to be inclusive and user-friendly for all users including women and PWD.
- Involve women and PWDs in the planning and design of WASH facilities.

By aligning these strategies into inclusive sanitation service delivery, these plans serve as a roadmap, guiding us toward success in achieving gender-integrated Sanitation outcomes.

## D. Gender Integration Guideline for Inclusive Sanitation: A Step-by-Step Approach



### D.1. Step 1: Identifying Challenges & Consequences of Inequalities

Gender equality is essential for achieving universal access to safe and clean water, sanitation, and hygiene (WASH). By considering gender equality in sanitation service delivery system, we can design more effective and inclusive projects that benefit everyone. To grasp the full scope of the challenges related to gender inequalities in sanitation, please take a look at the diagrams on the next page, which provide a clear visual representation of the issue. For more detailed information, refer to **Annex 1**, where comprehensive insights into the multifaceted challenges and consequences of gender inequalities in sanitation sector can be found.



Annex 1 provides an overview of the gender-based challenges and consequences of inequalities in WASH since which should be prioritized in development work.

**D.2. Step 2: Integration Gender in Inclusive Sanitation Service Delivery System throughout the Project Cycle**  
 Gender integration in sanitation service delivery is essential for ensuring inclusive sanitation that meets the needs and priorities of women, men, persons with disabilities (PWDs), and sanitation and waste workers. It can be addressed throughout the project design cycle, from planning to implementation to monitoring and evaluation. By integrating gender in the sanitation service delivery system, we can ensure that all persons have access to safely managed sanitation.

#### **D.2.1 Planning**

Under the guideline, "Planning" refers to a critical phase where strategies are developed to

address gender disparities sanitation, initiatives. It emphasizes tailoring interventions to meet the unique needs of diverse gender groups, promoting inclusivity, and fostering equal participation, thus ensuring that the sanitation service delivery through project cycle. It is not only effective but also equitable and empowering for all community members. Following analysis are salient in planning and designing gender integrated interventions.

#### **D.2.1.a Background and Context**

Detailing the background and context is crucial in a project proposal as it sets the stage for understanding why the project is needed.

Key Considerations to integrate gender in the project Background and Context part:

- Emphasize the unequal access to and usage of sanitation, facilities among men, women, sanitation and waste workers and persons with disabilities (PWDs), and provide data to illustrate these differences. This will underline the issue and highlight the status of women's and PWDs' participation in the sanitation-related decision-making process.
- Describe the specific challenges women face due to limited access to sanitation facilities, and also highlight the impact on their daily lives, health, and overall well-being.
- Write the unique difficulties faced by persons with disabilities, and sanitation and waste workers; and importantly explain how these challenges are linked to gender and sanitation access.

#### **Background and Context: Key Considerations**

- ❖ Provide Data on Gender Disparities
- ❖ Mention Women's Roles and Challenges
- ❖ Highlight the Vulnerabilities of PWD, Sanitation and Waste workers

#### **D.2.1.b Gender Analysis**

Gender perspectives and experiences are important to actively engage in the gender analysis process. Addressing the needs of women, men, persons with disabilities (PWDs), and sanitation and waste workers through a gender analysis is essential for ensuring an inclusive sanitation service delivery. This approach helps identify and address the unique needs and challenges faced by these groups. For instance, women may require separate toilets and designated spaces for hygiene during their menstrual periods. Individuals with disabilities might need features such as ramps or wider doors to facilitate easy access to the facilities. By considering the diverse needs of all stakeholders, sanitation service delivery system can be enhanced to better serve everyone, empower individuals, and ensure inclusivity and equity.

Following are the major areas of Gender Analysis-

1. Access to Sanitation Facilities
2. Participation and Decision Making
3. Resource Allocation
4. Sanitation and Waste Workers' Occupational Health and Safety and Entrepreneurship Development
5. SADD Data collection and Evaluation

To access the gender analysis questionnaire, please see [Annex 2](#).

#### **D.2.1.c Logical Framework**

When developing a gender-integrated inclusive sanitation service delivery system, several critical aspects within the logical framework require consideration to ensure its effectiveness and impact in promoting gender equality and inclusivity:

<b>Objective</b>	<b>Objective Verifiable Indicators (OVI)</b>	<b>Means of Verification's (MOV)</b>	<b>Important Assumption (IA)</b>
Define specific gender-related objectives that articulate the project's intent to address gender inequalities and promote gender-equitable outcomes.	Choose outcome and output indicators that reflect gender-transformative changes.	Gender integration's is taken into account in MOVs to ensure that projects are meeting the needs of all members and community especially women, girls, PWDs and sanitation and waste workers  Collect Sex, Age, Disability Disaggregated baseline data to understand the existing disparities, roles, and challenges faced by women, girls, men, PWDs, and boys in the project area.	These assumptions underscore the importance of integrating gender perspectives into all aspects of the inclusive sanitation service delivery system, ensuring a holistic and effective approach towards achieving gender equality and improved sanitation outcomes.

#### **D.2.1.d Resource Allocation:**

To ensure equitable and inclusive sanitation service delivery, adequate resources must be secured to address the unique needs of women, men, girls, boys, PWDs, and women sanitation and waste workers.

During budget allocation, project planners must take into consideration the following key areas of resource allocation:

- Inclusive infrastructure
- Capacity building on gender equality
- Menstrual hygiene management
- Operation and maintenance
- Gender transformative IEC/ BSS materials
- Women entrepreneurship development
- Financial scheme for sanitation workers

#### **D.2.1.e Gender Integration Checklist Considering Major Areas in Inclusive Sanitation Service Delivery System :**

After completing the project proposal, the Checklist considering major areas in the inclusive sanitation service delivery system is used to review the proposal. This review assesses whether the proposal has been properly integrated to ensure inclusive sanitation service delivery with gender consideration.

This checklist provides a comprehensive overview of the key areas that should be considered when integrating gender into inclusive sanitation service delivery. By reviewing the proposal against the checklist, project planners can identify any areas where the proposal could be strengthened to better address the needs of women and girls, PWDs and sanitation and waste workers.

Please refer to **Annex 3**- Gender Integration Checklist considering major areas in inclusive sanitation service delivery system.

#### **D.2.1.f Gender Equality Marker**

Gender Equality Marker, a versatile tool that evaluates and ensures project proposals and concept notes are gender transformative from the design stage. This tool offers guidance and measures to determine whether a project meets essential quality standards for gender-intentionality at a minimum and gender-transformation whenever possible. Serving as the core guiding document for this gender integration guideline, the Gender Equality Marker simplifies the process of assessing whether project proposals and concept notes prioritize gender equity, ensuring that girls, boys, women, men, sanitation and waste workers and PWDs have equitable access, participation, and benefits from planned interventions. Please See **Annex 4** for Gender Equality Marker.

## **E. Project Implementation**

Gender integration is essential for the success of inclusive sanitation service delivery. By ensuring that the needs of women, girls and PWDs are considered at all stages of the project cycle, projects can achieve better outcomes for all members of the community.

### **E.1 Implementation and Intervention**

Project implementation and interventions are interconnected concepts in achieving project objectives. Interventions are tailored actions designed to address specific needs, while implementation is the process of executing these interventions. It involves task assignments, resource, procurement, and adhering to the project plan. Project managers play a key role in overseeing intervention implementation, ensuring alignment with objectives, and maintaining budgetary control. See [\*\*Annex 5\*\*](#) for details on interventions that promote gender equity in inclusive sanitation service delivery .

## **F. Monitoring and Evaluation**

### **F.1 Monitoring**

Monitoring is crucial to ensure that a project progresses according to plan. It involves tracking the inclusivity of sanitation services, identifying any issues, and implementing changes to address them. Ultimately, this process helps to ensure that the sanitation service is gender-inclusive.

- **Set clear gender-related indicators:** The first step is to set clear gender-related indicators for ensure gender inclusive sanitation service delivery in the project. These indicators should be specific, measurable, achievable, relevant, and time-bound. The indicators should be used to measure the progress of the project.
- **Collect Sex, Age, Disability Disaggregated (SADD) data:** It is important to collect SADD data to track the progress of inclusive sanitation service delivery and to assess its impact on women, men, girls, and boys and PWDs. This data should be collected at all stages of the project.

SADD Data : Sex, Age, and Disability Disaggregated Data (SADDD) is data that is disaggregated into categories of sex, age, and disability. SADDD can show the differences and inequalities in conditions for different population groups.

#### **F.1.1 Gender-transformative monitoring Indicators**

Indicators are essential for measuring the progress and impact of gender-inclusive sanitation service delivery, including those that focus on women, PWDs, and sanitation and waste workers. To ensure that sanitation service delivery is gender inclusive, it is important to develop clear and measurable indicators that capture the project's progress towards its objectives.

To promote transformative gender-related impacts in sanitation service delivery, these indicators are clustered under five key domains:

1. Access to sanitation facilities
2. Participation and decision making
3. Resource allocation
4. Sanitation and waste workers occupational health and safety and entrepreneurship development
5. Monitoring and Evaluation

For detailed information on monitoring indicators, please refer to [Annex 6](#).

### **F.1.2 Framework for SADD Data Collection:**

When collecting SADD data, it is important to consider the following four major factors for all projects:

SI	Participants Criteria	Beneficiary Name	Locations	Sex	Age	Disability	Remarks
	Participation in Interventions						
	Decision Making in Different Committees						
	Asset Transfer (tangible and intangible asset)						
	Sanitation Facilities Access and Uses						

### **F.2 Evaluation:**

Evaluation plays a paramount role in ensuring gender-inclusive sanitation service delivery, as it provides a systematic method to assess the effectiveness of the sanitation service delivery system in promoting gender equality. Moreover, evaluations offer crucial evidence of impact, justifying the project's value to stakeholders and ensuring ongoing support. In essence, inclusive sanitation service delivery system evaluation not only defines the evaluation process but also underscores its significance in promoting gender equality within sanitation initiatives.

#### **F.2.1. Analyze the Data and Report on the Findings:**

The data collected should be analyzed to identify the progress of the project and the impact it has had on different genders and groups. The findings should be reported in a clear and concise way that is accessible to all stakeholders. Please see [Annex 7](#) for Evaluation Indicator with evaluation process.

## Annex 1- Challenges and Consequences of Gender Inequalities in Sanitation

Areas of inequalities	Description of inequalities	Consequences
Gender roles	<ul style="list-style-type: none"> <li>▪ Women are responsible for collecting water and managing household sanitation.</li> <li>▪ Women and persons with disabilities (PWDs) are often excluded from meaningful participation in decision-making for sanitation facilities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ These tasks are time-consuming and physically demanding task.</li> <li>▪ The problems of women and PWDs are not identified, and this can have a significant impact on their ability to access and sanitation facilities.</li> </ul>
Lack of access to facilities	<ul style="list-style-type: none"> <li>▪ Women and PWDs face a lack of an adequate number of public toilets.</li> <li>▪ Women and PWDs face challenges traveling long distances to water points.</li> <li>▪ Women and persons with disabilities (PWDs) often face challenges in accessing toilets away from home.</li> <li>▪ PWDs face difficulties in utilizing public and community toilets adequately due to the absence of ramps and handrails other essential facilities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ This can lead to health problems, such as urinary tract infections and reproductive tract infections.</li> <li>▪ It can also make it difficult for women and girls to participate in school, work, and other activities.</li> <li>▪ It also affects their health and dignity.</li> </ul>
Lack of MHM Facilities	<ul style="list-style-type: none"> <li>▪ Women and girls have lack access to menstrual hygiene management facilities in public and community toilets.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Safety risks in public toilets can have a devastating impact on women's and girls' physical, mental, and social health.</li> </ul>
Safety concerns	<ul style="list-style-type: none"> <li>▪ Women and girls are often afraid to use public toilets at night or in isolated areas due to safety risks.</li> </ul>	

Areas of inequalities	Description of inequalities	Consequences
Occupational and environmental hazards of sanitation and waste workers	<ul style="list-style-type: none"> <li>▪ Lack of access to adequate training on how to use safety gear and equipment during the performance of their sanitation duties.</li> <li>▪ They often engage in poorly compensated work.</li> <li>▪ Women sanitation and waste workers are often stigmatized and discriminated for their nature of job</li> </ul>	<ul style="list-style-type: none"> <li>▪ Sanitation and waste workers who do not have access to adequate training on how to use safety gear and equipment are more likely to be injured or become ill.</li> <li>▪ Women sanitation and waste workers who are stigmatized and discriminated against may feel isolated and excluded from society.</li> </ul>
Lack of Proper operation and maintenance	<ul style="list-style-type: none"> <li>▪ Insufficient maintenance of sanitation facilities</li> </ul>	<ul style="list-style-type: none"> <li>▪ When sanitation facilities are not properly maintained, they become unusable or unsafe to use.</li> </ul>

## Annex 2- Gender Analysis Questionnaire

Sl	Target Group	Questions	Yes	No
1	Question for the community people	<ul style="list-style-type: none"> <li>▪ Have clean and safe drinking water and sanitation facilities been constructed in the community?</li> <li>▪ Do your community toilets and public toilets have running water and handwashing facilities</li> <li>▪ Is the sanitation and water infrastructure constructed within the boundary of your house or your community?</li> <li>▪ Do you think that your safe water and sanitation infrastructures are user-friendly, accessible, and safe for you?</li> <li>▪ Do your community and public toilets have running water, basins, and soap for handwashing, with separate entries for men, women and persons with disabilities (PWDs)?</li> <li>▪ Do community and public toilets in your area use covered bins for menstrual hygiene management</li> <li>▪ Have the required number of toilets been constructed for women, girls, PWDs, and all age groups in both the community and public places with running water and hand washing facilities?</li> <li>▪ Are community toilets accessible for low-income community?</li> <li>▪ Is the cleanliness of your community toilets consistently maintained?</li> <li>▪ Has a committee been formed for the regular maintenance and cleaning of community toilets?</li> <li>▪ Are there women members on regular maintenance and cleaning committees?</li> <li>▪ Can you provide your input during committee meetings?</li> <li>▪ Has a fund been established at the community level for the regular maintenance and cleaning of community toilets?</li> <li>▪ Have you received training on MHM, gender, WASH entrepreneurship?</li> </ul>		

## Annex 2- Gender Analysis Questionnaire

SI	Target Group	Questions	Yes	No
		<ul style="list-style-type: none"> <li>▪ Do you engage in sanitation entrepreneurship?</li> <li>▪ Are you interested to engage in WASH entrepreneurship?</li> </ul>		
2	Question for Municipality Personnel	<ul style="list-style-type: none"> <li>▪ Has at least 30% participation of women and PWDs been ensured in all committees on safe water-sanitation?</li> <li>▪ Do women and persons with disabilities (PWDs) actively participate in decision-making during various committee meetings on safe water and sanitation?</li> <li>▪ Does your municipality ensure safety equipment for all waste and sanitation workers?</li> <li>▪ In your municipality, are there any cooperatives for sanitation and waste workers?</li> <li>▪ Does the municipality collect SADD (Sex, Age, Disability Disaggregate) data for monitoring and evaluation?</li> </ul>		
3	Question for Sanitation and Waste Worker	<ul style="list-style-type: none"> <li>▪ Is there any wage disparity between male and female sanitation and waste workers performing the same work?</li> <li>▪ Have you received any occupational health and safety training?</li> <li>▪ Is the use of safety equipment ensured when you go to work?</li> <li>▪ Are you interested in cooperatives?</li> </ul>		
		<b>Total Score</b>	<b>25</b>	

## **Gender Analysis Process:**

The gender analysis process involves posing 25 questions to evaluate the status of:

- Community members
- Municipality personnel
- Sanitation and waste workers

These questions assess various aspects of gender-related issues. Each question is assigned a value of 1 point for every tick mark. A cumulative score ranging from 1 to 10 suggests that the community encounters significant gender-related challenges in accessing sanitation services, referred to as "gender unintentional." A score between 11 and 20 indicates that the community faces some gender-related challenges, termed "gender intentional." To adopt a "gender-transformative" approach, a minimum score of 21-25 is required.

## **Scoring system:**

- 1-10 : Gender unintentional
- 11-20: Gender intentional
- 21-25: Gender transformative

Recommendation: To achieve a gender-transformative approach, need to follow gender-transformative indicators and interventions.

### Annex 3- Gender Integration Checklist Considering Major Areas in Inclusive Sanitation Service Delivery System.

SI	Major areas	Checklist
1	Background and Context	Is it analyzed what the primary disparities in access to and utilization of sanitation facilities are among men, women, and PWDs?
2	Objective	Does the sanitation project include at least one explicit objective that prioritizes gender integration, with a specific focus on sanitation and waste workers as a major area of concern?
3	Beneficiary Selection	During beneficiary selection, has the project taken into consideration equal numbers of men, women and also sanitation and waste workers, and persons with disabilities (PWDs) to ensure equal access?
4	Intervention	Are there specific interventions to increase access to inclusive infrastructure, decision-making, and access finance for women, persons with disabilities (PWDs), and women sanitation and waste workers?
5	Logical Framework	Does the project's logical framework integrate gender-specific indicators to monitor the impact of inclusive sanitation service delivery interventions on men, women, PWDs and women sanitation and waste workers?
6	Resource Allocation	Does the resource allocate funds for gender-specific interventions, capacity-building and women friendly working environment?
7	Monitoring and Evaluation	Does the project's monitoring and evaluation framework include the collection and analysis of Sex, Age, and Disability disaggregated data (SADD Data) to assess the effectiveness of inclusive sanitation service delivery interventions?
8	Gender analysis	Have women, men, PWD and sanitation and waste workers from the community been consulted for their needs and concerns?
9	Design facilities Infrastructure	Are there separate and safe sanitation facilities included for women and PWD's?
10	Participation and Decision-making	Are women and persons with disabilities (PWDs) represented in project committees and all types of WASH committees to provide and establish their opinions?

SI	Major areas	Checklist
11	Gender equality consideration for women sanitation and waste workers	Does the project comprehensively address the specific challenges and needs of women sanitation and waste workers, including their safety, dignity, economic security, and gender equality in the sanitation sector

#### Annex 4- Gender Equality Marker

Gender Unintentional	Gender Intentional	Gender Transformative
Project proposal does not sufficiently integrate a gender lens in the proposed approach, nor target gender gaps or barriers.	Project proposal is designed to reduce gender gaps or barriers in access to resources or increase the evidence base around gender gaps.	Project proposal is designed to reduce gender gaps in control over the use of resources.

\* The definitions of Gender Unintentional, Intentional and Transformative taken from the BMGF Gender Integration Marker

#### 1. Application of the Gender Equality Marker

The Gender Equality Marker can be used in a multitude of ways to measure that project proposal or concept notes are gender-unintentional, intentional or transformative at the design stage, therefore upholding the key equity questions – these include being used:

- At the earliest stages of project proposal or concept development, it is important to support the team in considering gender equality from the very beginning and integrating it into the project design to ensure inclusive sanitation service delivery.
- To suggest improvements for projects to meet gender-intentional standards and strive for gender transformation whenever feasible.
- To review sanitation related project proposal or concept note before it signed off to meets the essential standards of gender equality.

#### 2. Guidance of Using the Marker

- A. Read the Checklist statements and checkmark [v] any of the statements that are explicitly present in the proposal. If the statements are small part is accounted, do not checkmark (v) in the check box.
- B. Count the number of checkmarks (one checkmark = one point), and write down the total number in the space provided at the bottom of the marker scorecard (in the box titled 'Total').

C. Refer to Table 4 to find the assigned Gender Equality Marker score for the proposal or concept note and understand its corresponding meaning. This will help to assess the project proposal's status from a gender perspective.

### **Gender integration checklist considering major areas in inclusive sanitation service delivery system.**

<b>SI</b>	<b>Major areas</b>	<b>Checklist</b>	<b>CHECK BOX (Put ✓)</b>
1	Background and Context	Is it analyzed what the primary disparities in access to and utilization of sanitation facilities are among men, women, and PWDs?	
2	Objective	Does the sanitation project include at least one explicit objective that prioritizes gender integration, with a specific focus on sanitation and waste workers as a major area of concern?	
3	Beneficiary Selection	During beneficiary selection, has the project taken into consideration equal numbers of men, women and also sanitation and waste workers, and PWDs to ensure equal access?	
4	Intervention	Are there specific interventions to increase access to inclusive infrastructure, decision-making, and access to finance for women, PWDs, and women sanitation and waste workers?	
5	Logical Framework	Does the project's logical framework integrate gender-specific indicators or output and outcome to monitor the impact of inclusive sanitation service delivery interventions on men, women, PWDs and women sanitation and waste workers?	
6	Resource Allocation	Does the resource allocate funds for gender-specific interventions and capacity-building and the women friendly working environment?	
7	Monitoring and Evaluation	Does the project's monitoring and evaluation framework include the collection and analysis of Sex, Age, and Disability Disaggregated data (SADD Data) to assess the effectiveness of inclusive sanitation service delivery interventions?	

SI	Major areas	Checklist	CHECK BOX (Put ✓)
8	Gender analysis	Have women, men, PWD and women sanitation and waste workers from the community been consulted for their needs and concerns?	
9	Design facilities infrastructure	Are there separate and safe WASH facilities included for women and PWD's?	
10	Participation and Decision-making	Are women and persons with disabilities (PWDs) represented in project committees and all types of WASH committees to provide and establish their opinions?	
11	Gender equality consideration for women sanitation and waste workers.	Does the project comprehensively address the specific challenges and needs of women sanitation and waste workers, including their safety, dignity, economic security, and gender equality in the sanitation sector?	
<b>Total Score</b>			<b>11</b>

### 3. Understanding the Score and Taking Action

The table below to learn what Gender Equality Marker score the proposal and concept note has been assigned, as well as the meaning of the score. This will also provide insights into the status of the project proposal from a gender perspective.

**Table: 4: Gender Equality Marker Scoring**

TOTAL SCORE	GENDER EQUALITY MARKER SCORE	MEANING
0 - 4	Gender Unintentional	Project proposal does not sufficiently integrate a gender lens in the proposed approach, nor target gender gaps or barriers.
5– 9	Gender Intentional	Project proposal is designed to reduce gender gaps or barriers in access to resources or increase the evidence base around gender gaps.
10-11	Gender Transformative	Project proposal is designed to reduce gender gaps in control over the use of resources.

Developing a gender transformative project proposal and concept note is an important first step to ensuring project quality, meeting standard and reaching every woman, PWDs including those who are most deprived.

### **Annex 5- Interventions for Gender-Inclusive Sanitation Service Delivery System**

- Construct sanitation facilities that address women, and PWD's needs, prioritizing safety and security, including menstrual hygiene management.
- Conduct capacity-building training for project staff and community members to understand and integrate gender dynamics into sanitation activities.
  - i. Training on gender and sanitation.
  - ii. Training for DPHE officials and Pourashava personnel on Gender-transformative approaches in WASH. Follow the Training Manual on Gender Inclusion in WASH Service for DPHE Officials and Pouroshava Personnel. Developed in collaboration with CWIS-FSM Support Cell, DPHE and ITN BUET.
  - iii. Training on Menstrual Hygiene Management (MHM).
- Empower women sanitation and waste workers through training, providing health facilities.
  - i) Training on occupational health and safety. Follow the training manual **পর্যবেক্ষণ অপসারণকারীদের জন্য পেশাগত নিরাপত্তা ও স্বাস্থ্য বিষয়ক প্রশিক্ষণ ম্যানুয়াল**। প্রণয়নে – CWIS-FSM Support Cell, DPHE এন্ড আইটি বিশ্ববিদ্যালয়।
  - ii. Training on leadership development.
- Empower women sanitation and waste workers and local women through sanitation entrepreneurship initiatives.
  - i. Provide training on financial inclusion.
  - ii. Provide training on entrepreneurship development.
  - iii. Allocate resources for financial support mechanisms, such as grants or loans.
  - iv. Allocate resource for cooperatives development.
  - v. Implement financial support mechanisms, such as grants or loans.
  - vi. Establishing a financial scheme or cooperative for women sanitation and waste workers to enhance their economic stability and well-being.

- Organize workshops to enhance the capacity of local government bodies
  - i. Organize workshop for female mayors and councilors to enhance their active participation in the decision-making process on sanitation service delivery.
  - ii. Organize workshop for local government officials to learn about the importance of gender integration in sanitation service delivery.
  - iii. Organize workshop for local government officials to learn about the importance of ensuring the safety of sanitation and waste workers.
- i. Develop campaign and promotional materials (IEC, SBCC) to promote women's and PWDs' equal access to sanitation facilities in local languages.
- ii. Documentation best practices of sanitation sector.

#### **Annex 6- Gender Transformative Monitoring Indicator**

SI	Major areas	Indicator
1	Access to sanitation facilities	<p>Necessary safe drinking water and sanitation facilities are constructed in the community.</p> <p>Necessary running water and hand washing facilities are constructed in the community toilets.</p> <p>Sanitation and water infrastructure is constructed within the boundary of users' houses or community.</p> <p>Safe water and sanitation infrastructure is user-friendly, for elderly individuals, persons with disabilities, children, and pregnant women.</p> <p>Community toilets are constructed separately for women, men, PWD, children, and the elderly people, feature running water, and MHM facilities.</p> <p>Community toilets are constructed with separate entry for women, men, PWD, children and elderly people.</p>

SI	Major areas	Indicator
		Community toilets are equipped with covered bins for menstrual hygiene management.
		The required number of public toilets has been constructed in the community for women, girls, PWDs and all ages.
		Public toilets are constructed with separate entry for women, men, PWD, children and elderly people.
		Public toilets are equipped with covered bins for MHM.
		Access to community toilets for low-income communities has been confirmed.
		Fund has been established at the community level for the regular maintenance and cleaning of community toilets.
2	Participation and decision making	Regular maintenance and cleanliness of community toilets are being monitored.
		Regular maintenance and cleanliness of public toilets are being monitored.
		A committee has formed for the regular maintenance and cleaning of community toilets.
		The regular maintenance and cleaning committee for community toilets is ensured the inclusion of low-income groups, particularly women.
		At least 30% participation of women and PWDs has been ensured in all committees on safe water-sanitation.
		Women and persons with disabilities (PWDs) actively participated in decision-making during various committee meetings on safe water and sanitation.
		Confirmed the participation of women and PWDs in safe water and sanitation planning.
		Women and persons with disabilities (PWDs) actively participated in decision-making in the safe water and sanitation planning.

SI	Major areas	Indicator
3	Resource allocation	<p>Necessary resource allocation for the construction of WASH infrastructure for women and girls, the elderly, and PWDs are ensured.</p> <p>Necessary resource allocation for the training and capacity building of women and girls and persons with disabilities (PWDs) such as MHM training, entrepreneurship training etc.</p> <p>Allocation of resource for the training of all council members and the Municipality personnel on gender mainstreaming on WASH service delivery. Follow the Training Manual on Gender Inclusion in WASH Service for Pouroshava Personnel. Developed in collaboration with CWIS-FSM Support Cell, DPHE and ITN BUET.</p>
4	Sanitation and waste workers' occupational health and safety and entrepreneurship development	<p>Sanitation and waste worker are equally paid.</p> <p>Ensure the rights of waste and sanitation workers' occupational health and safety.</p> <p>Sanitation and waste workers cooperatives have been constructed.</p> <p>Ensure the participation of women sanitation and waste workers in occupational safety training. Follow the training manual পঞ্চবর্জ্য অপসরণকারীদের জন্য পেশাগত নিরাপত্তা ও স্বাস্থ্য বিষয়ক প্রশংস্কণ ম্যানুয়াল। প্রণয়ন – CWIS-FSM Support Cell, DPHE গ্রন্থনা- ITN BUET</p> <p>Safety equipment is ensured for all waste and sanitation workers, especially women workers.</p> <p>Inclusion of low-income women and disabled communities in sanitation entrepreneurship is ensured.</p>
5	Monitoring and Evaluation by using Sex, Age, Disability, Disaggregated (SADD) Data	<p>SADD (Sex, Age, Disability Disaggregate) data is being collected, monitored, and evaluated regularly.</p>

## Annex 7- Evaluation Indicator & Evaluation Process

SI	Major Areas	Questions	Yes	No
1	Access to sanitation facilities	People are utilizing clean and safe drinking water, and sanitation facilities have been constructed in the community.		
		People are utilizing running water, and handwashing facilities have been constructed in the community.		
		Women, girls, PWDs are satisfied using the newly constructed sanitation and water infrastructure within the boundary of their houses or community.		
		Women, girls, PWDs are satisfied by using the user-friendly sanitation infrastructure.		
		Women, men, PWDs and elderly people are using separate constructed community toilets with running water and hand washing facilities.		
		Women, men and PWDs are satisfied with using separate entries for the community toilets.		
		Community toilets are equipped with covered bins for menstrual hygiene, and women and girls are utilizing them.		
		Women, girls, persons with disabilities (PWDs), and individuals of all ages are currently using the required number of public toilets.		
		Women, men and PWDs are satisfied with using separate entries for the public toilets.		
		Public toilets are equipped with covered bins for menstrual hygiene, and women and girls are utilizing them.		
		Low income communities are using the community toilets.		
		The established fund is working at the community level for regular maintenance and cleaning of community toilets.		

Sl	Major Areas	Questions	Yes	No
2	Participation and decision making	Regular maintenance and cleanliness of community toilets are being ensured.		
		Regular maintenance and cleanliness of public toilets are being ensured.		
		A committee is working on the regular maintenance and cleaning of community toilets.		
		From the low-income community, particularly women are involved in the regular maintenance and cleaning committee of community toilets.		
		30% of women and persons with disabilities (PWDs) are participating in various meetings across all committees on safe water and sanitation.		
		Women and persons with disabilities (PWDs) actively participated in decision-making during committee meetings on safe water and sanitation.		
		Women, and PWDs are participating in safe water and sanitation planning.		
		Women and PWDs are participating in decision making of safe water and sanitation planning.		
3	Resource Allocation	The necessary allocation for the construction of WASH infrastructure has been ensured for women and girls, the elderly, and persons with disabilities (PWDs), and the infrastructure has been constructed.		
		Women and girls, and PWDs are receiving capacity building training.		
		All council members and municipal personnel are receiving gender mainstreaming training in WASH service delivery.		
4	Sanitation and waste workers occupational health and safety	Sanitation and waste workers are receiving equal pay for equal work.		
		Waste and sanitation workers are adhering to occupational health and safety standards.		

Sl	Major Areas	Questions	Yes	No
		Sanitation and waste workers are actively participating in cooperatives.		
		Women sanitation and waste workers are participating in occupational safety training.		
		All waste and sanitation workers, especially women workers, are using safety equipment.		
		Low-income women, sanitation and waste workers, and persons with disabilities (PWDs) are participating in WASH entrepreneurship.		
5	Monitoring and Evaluation by using Sex, Age, Disability, Disaggregated (SADD) Data	SADD (Sex, Age, Disability Disaggregate) data is being collected, monitored, and evaluated regularly.		

### Analyze the Evaluation Report on the Findings:

The evaluation process involves asking 30 questions to assess the status of women, girls, and PWDs in a community under the project. Each question is worth 1 point for every tick mark. A total score of 1-10 indicates that the status of the project is gender unintentional. So, It indicates the project totally ignore the gender issue. A score of 11-25 indicates that the project worked on gender related issue which we call "gender intentional." To ensure a gender transformative approach, the project need to a minimum score of 26-30 is required.

#### Scoring system:

- 1-10 = No progress, the project status of the project is gender unintentional.
- 11-25 = The status of the project is gender intentional.
- 26-30 = The project is gender transformative.

## Gender Glossary<sup>5</sup>

**Sex** : A person's biological status, which is typically categorized as male, female, or intersex.

**Gender** : The socially and culturally constructed ideas of what it is to be male or female in a specific context.

**Gender Analysis** : A critical and systematic examination of differences in the constraints and opportunities available to an individual or group of individuals based on their gender.

**Gender Lens** : A perspective that pays particular attention to gender differences and relations.

**Gender Equality** : Gender equality refers to the equal rights, responsibilities and opportunities of women and men, girls and boys, and gender minorities.

**Gender Equity** : Fairness in treatment of all people regardless of sex or gender identity and/or expression.

**Gender Unintentional** : Project proposal does not recognize the impact of gender on the problem, nor does it integrate a gender lens in the proposed approach, nor target gender gaps or barriers.

**Gender Intentional** : Project proposal is designed to reduce gender gaps or barriers in access to resources or increase the evidence base around gender gaps.

**Gender Transformative** : Project proposal is designed to reduce gender gaps in control over the use of resources.

**Gender Roles** : Gender roles are the set of social expectations and norms that tell us how we should behave, dress, and interact with others based on our gender. These expectations can vary in different cultures and societies.

**SADD Data** : Sex, Age, Disability Disaggregated data

**PWD** : Persons with Disabilities

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<sup>5</sup> Definitions taken from the Bill & Melinda Gates Foundation's Gender Lexicon, which is informed by a variety of sources including the African Union, the European Institute for Gender Equality, and UN Women. The definition of sanitation references CDC, <https://www.cdc.gov/healthywater/global/sanitation/index.html>; WHO, <http://www.who.int/topics/hygiene/en/>; and WaterAid Sanitation Framework, [www.wateraid.org/publications](http://www.wateraid.org/publications).

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