

Accessibility audit checklist for public latrinesⁱ

An accessibility audit is a participatory process to evaluate the accessibility and safety of an existing water and/or sanitation facility and its surrounds, and to identify possible changes or improvements that could be made. **This form is designed to be used when a wheelchair user is part of the accessibility audit team.** For more information see: Annex A – Steps to carry out an accessibility audit.

Part A:

Step 1: Answer checklist questions by ticking the yes or no column:

Address/location of public latrine:			
	Yes	No	If no, write notes
<i>Path</i>			
Getting there	Is the path to reach the latrine wide enough for a wheelchair user to use safely? <i>*Minimum path width: 90cm (35 inches)</i>		
	Is the path even and firm, with nothing to trip on?		
	Is the path easy to get to from the surrounding area (e.g. no obstacles or very steep terrain)		
	Is the path clear of branches or any overhanging objects?		
	Is there a way for a person with vision impairment to follow the path (e.g. landmarks or guide rail)?		
	Is the path and ramp slope moderate enough for a wheelchair user to use independently? <i>*Maximum slope gradient: 1 in 12</i>		
	Can the facility be entered without using steps?		
	If there is a ramp into the facility, does it have handrails (at least on one side)		
	Does the path make users (including girls or women with disabilities) feel safe (e.g. it does not pass through an unsafe area)?		
<i>Entrance</i>			
Getting in	Can a wheelchair user open the door and enter the facility independently? <i>*Minimum door width: 80cm (32 inches)</i>		
	Is the door easy to open (and lock) by someone with weak hands or by a child?		
	Can a wheelchair user close the door (and lock it) easily from inside?		
	If someone faced harassment or other safety risks when using the facility would they be able to safely get away from the facility?		
<i>Inside</i>			

	Does the layout of the facility allow enough space for a wheelchair user/crutches user or a user and assistant to turn around in?			
	Is the floor non slip?			
	Is the floor easy to clean?			
	When the door is closed is there enough light to see inside the toilet during the day?			
	Does the toilet provide enough privacy for users?			
Getting on	<i>Squatting latrine</i>			
	Is there a something to guide a person with vision impairment to the latrine hole?			
	Is there something to hold onto when squatting to support people to squat and stand? (e.g. ropes or rails)			
	Is there a portable seat (commode) for people who cannot squat?			
	Are their handrails to support a wheelchair user easily transfer onto the portable seat?			
	<i>Sitting latrine</i>			
	Is there something to hold when sitting? (e.g. rope or rail)			
	Are there handrails to support a wheelchair user to easily transfer onto the latrine?			
Can a wheelchair user flush the toilet (if applicable) independently?				
Hygiene	<i>Anal cleansing</i>			
	Can the anal cleansing system be reached when sitting on the latrine or portable seat?			
	<i>Disposal of sanitary products</i>			
	Is there a bin with a lid for disposal of sanitary products?			
	Is the bin emptied regularly?			
	Is there an agreed and safe procedure for the final disposal of waste?			
	<i>Hand washing</i>			
	Is there water available for hand washing all year round?			
	Is there soap or another method for cleaning (e.g. ash) available?			
	Can a wheelchair user access the hand washing facility and soap?			
Is the tap or water device easy to operate by someone with weak hands or a child?				
Is the hand washing facility private for females managing their menstruation?				
Comments:				

Step 2: Take photos of the following:

- Path
- Entrance

- Inside
- Latrine

- Anal cleansing system
- Hand washing facilities

Part B

Review the answers to the checklist in Part A, paying attention to any ‘no’ answers and the comments. Then outline below any suggestions for improvements or changes. Use drawings if you want:

Section	Area of concern	Suggested low cost improvement	Suggested long term solution
Path			
Entrance			
Inside			
Latrine			
Anal cleansing			
Sanitary product disposal			
Hand washing			



About this tool: This document was developed by CBM Australia as part of a partnership with World Vision to strengthen disability inclusion within World Vision’s Civil Society WASH project in Sri Lanka, with support from the Australian Government. It was adapted from WaterAid – How to conduct a WASH accessibility and safety audit <http://www.wateraid.org/what-we-do/our-approach/research-and-publications/view-publication?id=5e30af9c-73dd-4743-85ef-c936e1df19cb> which used the 2014 WEDC and WaterAid: Accessibility and Safety Audit tool.

Annex A: Steps to carrying out an accessibility audit

The following identifies the steps to take to carry out an accessibility audit:

Step 1 Partner with a local DPO

- Accessibility audits are a good way to engage with DPO. A WASH organisation can partner with a DPO, invite them to participate in each stage of the process, including the training and when doing the accessibility audit.
- This means that you hear directly from people with disabilities on what their barriers to accessing WASH are, and also builds DPO's knowledge of WASH.

Step 2 Select the facilities to be assessed

- Identify the public latrine to be assessed in the audit.
- You might choose to inform the owner of the latrine and invite them to attend the audit.

Step 3 Form an accessibility audit team

- The team should be diverse, comprising men and women with disabilities with a range of impairments (including a wheelchair user). A group could include a person with vision impairment, a wheelchair user, a person who uses crutches or other mobility aids. You might also like to invite a pregnant woman and an older person, and a child accompanied by their parent or guardian.
- If there are no wheelchair users in your community, make sure you involve someone else with a mobility impairment.

Step 4 Train the team on how to conduct the audit

- Read through the Accessibility audit checklist together
- Assign roles (leader, note taker, photographer) to team members
- Gather items (checklists, clipboard, pens, camera, tape measure) needed to undertake the audit
- As part of your training you might like to use the following short video explains what an accessibility audit looks like: <https://www.youtube.com/watch?v=f5VEqukqZw8> . It is in Khmer, but has English subtitles.

Step 5 Assess the public latrine

- The audit team moves to the public latrine and completes the Accessibility audit check list for public latrines by requesting member of the team to attempt to get into and identify how they can/cannot use the public latrine. Then take photos.

Step 6 Developing solutions

- Immediately after the audit, the team should meet together as a group and review answers to check list, paying attention to any 'no' answers and the comments.
- The team can then identify and record their ideas on the solutions.
- Once a list of potential solutions has been identified, consider these in more detail. Discussion should include: *Are the suggested solutions realistic? *Can you group solutions into short-term (immediately doable), medium term (requires some planning) and long-term (requires consultation, planning and resources)? *Which aspects of the audit worked well and which did not work so well?