 

**SafiSan Project**

**Project Phase Completion Report**

# Project Identification

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| --- | --- | --- | --- | --- | --- |
| **Project Title:** |  | **Date of report:** |  |  |  |
| **Water Service Provider:** |  | **Implementation period:** |  |  |  |
|  |  |  |
| **Project number:** |  | **Phase:** |  |

## Main objectives of the project

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| Objective 1: |  |
| Objective 2:  |  |
| Objective 3:  |  |
| Objective 4: |  |

## Context (project area, population, sources of water and sanitation situation)

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| **Area information** |
| Name of the project area(s):  |  | Town |  |
| Population of the project area: | No. |  | Source of data: |  |
| Size of the area | Km2 |  |  |
| Area included in MajiData?  | Yes: |  | No: |  | Remark: |  |
| Categorised as Low income area(s)?  | Yes: |  | No: |  | Remark: |  |

## Timeframe

|  |  |  |
| --- | --- | --- |
| **Activity** | **Date**  | **Remarks** |
| 1. Signing of the Financing Agreement |  |  |
| 2. Start of project implementation |  |  |
| 3. Project completion |  |  |
| 4. Project delayed by (*no. of weeks*): |  | No delay (*please tick*): |  |

# Project Output Summary

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| **How would you describe the current sanitation situation in the area (*after* the SafiSan project?**  |
| Good: |  | Fair: |  | Poor: |  | Very poor: |  |  |
| Remarks: |  |

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| **Has the SafiSan Phase [ ] project reached:**  |
| The right area(s):  | Yes: |  | No: |  | Remarks: |  |
| **The right target group?** | Yes:  |  | No: |  | Remarks: |  |
| General remarks: |  |

| **Comparison of *Planned* and *Actual* Outputs**  |
| --- |
| No. | **Outputs**(e.g. # of project, # of additional people with access to water, community mobilisation) | **Planned** | **Actual** | **Variance (%)** | **Remarks & explanation for Variance**(When variance > 10%)  |
| 1 | How many toilets were realised during this phase of the SafiSan project? |  |  |  |  |
| 2 | *Number of new toilets:*  |  |  |  |  |
| 3 | *Number of rehabilitated toilets:*  |  |  |  |  |
| 4 | *No. of UDDT toilets:* |  |  |  |  |
| 5 | *No. of pour flush toilets:* |  |  |  |  |
| 6 | *No. of other toilets:* |  |  |  |  |
| 7 | No. of toilet subsidies paid: |  |  |  |  |
| 8 | Total subsidy amount paid (in KSh):  |  |  |  |  |
| 9 | No. of toilets equipped with laminated manuals: |  |  |  |  |
| 10 | No. of toilets equipped with hand-washing facilities: |  |  |  |  |
| 11 | No. of toilet sites of which GPS-pictures (before construction) were taken: |  |  |  |  |
| 12 | No. of SafiSan toilets of which GPS-pictures (after construction) were taken: |  |  |  |  |

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| **Comparison of *Planned* and *Actual* Outputs** |
| No. | **Outputs**(e.g. # of project, # of additional people with access to water, community mobilisation) | **Planned** | **Actual** | **Variance (%)** | **Remarks & explanation for Variance**(When variance > 10%)  |
| 13 | No. of DTFs constructed (completed & commissioned): |  |  |  |  |
| 14 | Capacity of the DTF (no. of persons):  |  |  |  |  |
| 15 | No. of local artisans trained: |  |  |  |  |
| 16 | No. of “Sanitation Teams trained and licensed:  |  |  |  |  |
| 17 | No. of DTF operators (including WSP staff) trained: |  |  |  |  |
| 18 | No. of SaniGo carts obtained: |  |  |  |  |
| 19 | No. of SaniGo carts purchased: |  |  |  |  |
| 20 | No. of barazas held: |  |  |  |  |
| 21 | Cost of the social marketing programme |  |  |  |  |
| 22 | No. of NEMA approvals obtained: |  |  |  |  |
| 23 | No. of EIA studies paid for: |  |  |  |  |
| 24 | No. of Social Animators (SAs) employed: |  |  |  |  |
| 25 | No. of SA man-months paid: |  |  |  |  |

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| **Questions regarding the SafiSan project** |
| No.  | **Question**  | Yes | No | Remarks/Explain  |
| 1 | Are all toilets of good quality? |  |  |  |
| 2 | The UBSUP database is up-to-date & complete? |  |  |  |
| 3 | Was the WSP package procured?  |  |  |  |
| 4 | Did the WSP benefit from the SafiSan project |  |  |  |

# Constraints & Challenges during Implementation & Lessons Learned

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| **Main constraints & challenges faced during the SafiSan project** |
| **Description** | High (\*) | Medium | Low | Remedial actions taken |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| \*): Indicate with a tick whether the issue identified:* + Might have undermined the whole purpose of the project so that nothing worthwhile would have been salvaged (**high**)
	+ Would have noticeably reduced the impact of the project but something positive would still have been achieved (**medium**)
	+ Was minor, but taking action helps to enhance the overall project impact (**low**)
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| **Main lessons learned during the SafiSan project** |
| **Description** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |

# Project Budget Summary

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| --- | --- | --- |
| **Total cost** (in KSh) | **WSTF Grant** (in KSh) | **Other contributions** (in KSh) |
|  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.**  | **Summary of budget items** | **Planned Scope** | **Disbursed** | **Planned Cost** | **Actual costs** | **Variance**  | **Explain variance & remarks** |
| **No.** | KSh | KSh | KSh | KSh | % |
| 1 | **Toilet** subsidies |  |  |  |  |  |  |  |
| 2 | **Toilet package**  |  |  |  |  |  |  |  |
| 3 | **DTF** (capacity 10,000 persons) |  |  |  |  |  |  |  |
| 4 | **SaniGo** carts for emptying  |  |  |  |  |  |  |  |
| 5 | Social marketing programme |  |  |  |  |  |  |  |
| 6 | Payment of 3 Social Animators [[1]](#footnote-1) |  |  |  |  |  |  |  |
| 7 | Training of local artisans |  |  |  |  |  |  |  |
| 8 | Training of DTF operators |  |  |  |  |  |  |  |
| 9 | Training of Sanitation Teams  |  |  |  |  |  |  |  |
| 10 | Project Task Team allowances |  |  |  |  |  |  |  |
| 11 | Market study/analysis |  |  |  |  |  |  |  |
| 12 | WSP Sanitation Unit package |  |  |  |  |  |  |  |
| 13 | NEMA approvals (toilets & DTF) |  |  |  |  |  |  |  |
| 14 | EIA for DTF (site & structure) |  |  |  |  |  |  |  |
| 15 | Services of WSTF Field Monitor |  |  |  |  |  |  |  |
| 16 | Services of WSTF specialist |  |  |  |  |  |  |  |
| 17 | Contingencies |  |  |  |  |  |  |  |
| 18 | **TOTAL Cost:** |  |  |  |  |  |  |  |

# Signature

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| --- | --- | --- | --- |
| Name: |  | Position: |  |
| Signature: |  | Date: |  |

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| ***For use by the WSTF only*** |
| **This Project Phase Completion Report is: (*Please tick*)** | **Approved:** |  | **Not approved:** |  | **Date:** |  |
| **The report & evaluation were checked by:** | **Name:** |  |
| **Signature:** |  |

1. Social Animators are not only a key component of the social marketing approach and programme, they also play an important role during the construction phase (communicating difficulties - e.g. poor quality of works - to the WSP) and they provide after-sales care during the early stages of toilet use (e.g. explaining toilet use and maintenance). [↑](#footnote-ref-1)