## WASH FIT Training: Facility level planning tool

This template is intended as an example to help plan WASH FIT activities within a facility. It can be used by a WASH FIT team or by district level implementers. It will also help those monitoring WASH FIT to keep track of activities and ensure that the process is ongoing. A few example activities are provided on this page and a blank template on the following page. The Xs show when each activity is planned.

The table covers 1 year. Write the name of the month below the number, e.g. if you are doing the training in December, month 1 will be January, month 2 will be February etc. Each box represents two weeks.

| **Activity** | Month |
| --- | --- |
| 1Jan | 2Feb | 3Mar | 4Apr | 5May | 6Jun | 7Jul | 8Aug | 9Sep | 10Oct | 11Nov | 12Dec |
| Share the materials and lessons learned from the WASH FIT training with the rest of the facility.  |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| All facility members to read the training materials and WASH FIT guide. |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Meeting to identify external partners to join the WASH FIT team. |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| First weekly meeting of the core WASH FIT team  |   |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Present the WASH FIT methodology to the rest of the team. |   |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Complete baseline facility assessment with the whole team.  |   |   |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| First meeting with external partners.  |   |   |   |   |  x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Make initial immediate improvements (e.g. install handwashing stations and start daily record of cleaning). |   |   |   |   | x |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Conduct review of progress and discuss longer-term improvements with the district officials. |   |   |   |   |   |   |   |   |   |   | x |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Implement improved water supply, including storage and piped water in examination rooms. |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  X |
| Other activities as identified….. |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

| **Activity** | Month |
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| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
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