## 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 | | | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1  Jan | | 2  Feb | | 3  Mar | | 4  Apr | | 5  May | | 6  Jun | | 7  Jul | | 8  Aug | | 9  Sep | | 10  Oct | | 11  Nov | | 12  Dec | |
| 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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