



# Introduction to the NETSSAF Participatory Planning Approach, a tutorial and guideline for sustainable sanitation planning

Presentation at the NETSSAF International Conference “Pathways towards Sustainable  
Sanitation in Africa”

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and Water Protection

**TUHH**

Technische Universität Hamburg-Harburg



# Outline

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- **1. Introduction to the participatory planning approach**
  - The past
  - Definition and importance of participatory planning approaches
  - Participatory planning approaches and sustainable sanitation
  
- **2. Presentation of the NETSSAF Work Package 6**
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- **3. The NETSSAF participatory planning approach for sanitation**
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  - Introduction
  - How to use the tutorial
  - Components of the steps
  
- **5. The complementary manual for sustainable sanitation planning**
  
- **6. Conclusion**



## 1. Introduction to the participatory planning approach

*The past...*

The latest developments in international cooperation ideology reflect a shift away from top-down planning to strategic bottom-up processes



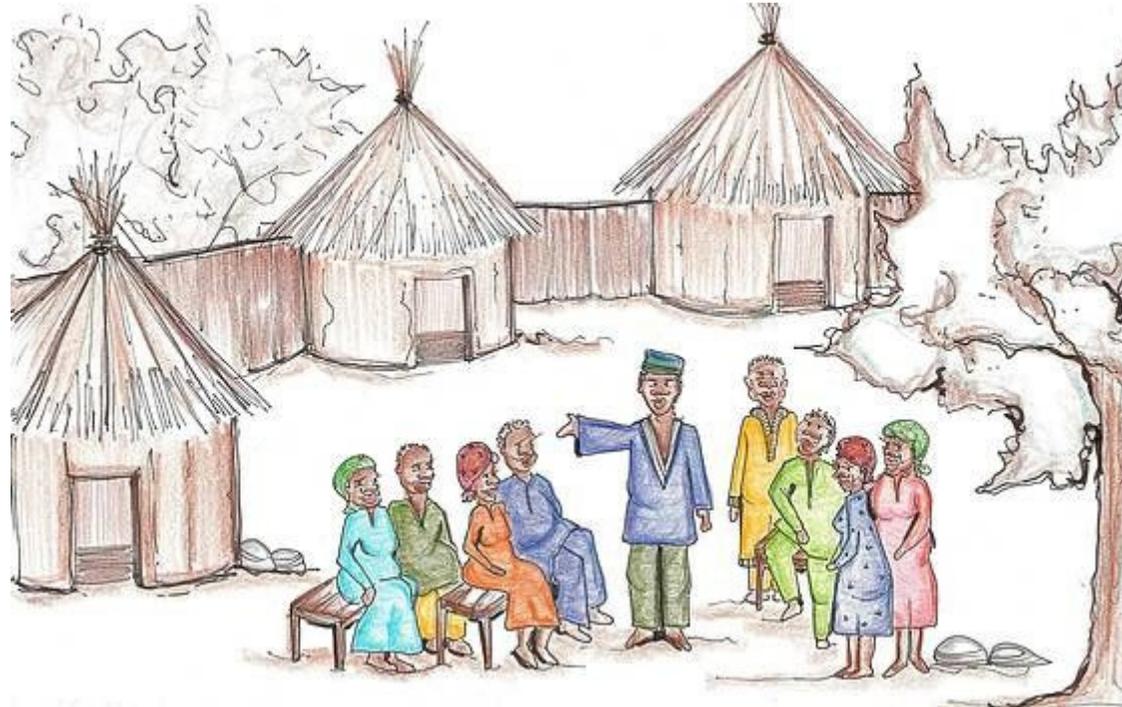
*highly structured processes with written-in-stone rules and methodologies of top-down planning procedures, mostly directed by donors interests*

Usually, the **priorities, needs, boundaries and conditions** of the sanitation programmes and projects were defined by authorities and officials based on their own perceptions of what was needed for the target beneficiaries, meanwhile these last could not express their own interests



## 1. Introduction to the participatory planning approach

*PPA: pre-requisite for sustainable development*



*...it is essential to select the most suitable sanitation option by involving the end users of the systems in all steps of the planning process*



## 1. Introduction to the participatory planning approach

### *PPA: definition and importance*



Participatory planning approaches (PPA) are interactive and often visual methods, which encourage and facilitate the participation of individuals in a group learning and action planning process.

*Working with PPA improves:*

*Motivation*

*Learning*

*Self-realisation*

*Feelings of ownership*

*Self-esteem*

*The possibility that the identified problems and solutions will truly reflect the need of the stakeholders*



## 1. Introduction to the participatory planning approach

*Importance of user's involvement*

# ***Informed choice***

*neglecting their needs and preferences can result in the non-use of the system with users reverting to open defecation*



if users are not properly informed and trained, they may make private adaptations that cause environmental pollution and pose health risks



## 1. Introduction to the participatory planning approach

### *A brief introduction to PPA in sanitation planning*

---

*To date, most participatory approaches applied in sanitation projects have been developed mainly with the densely populated urban areas in mind, meanwhile similar tools for the rural context are still lacking.*

As these approaches were developed for, or adapted to, programmes dealing with conventional systems of water supply and sanitation, they fail to address issues which are of vital importance in sustainable sanitation programmes

While lacking the sustainable sanitation specific elements, these participatory tools have in many cases shown a great deal of success in water supply and sanitation programmes.



## 2. Presentation of the NETSSAF WP6

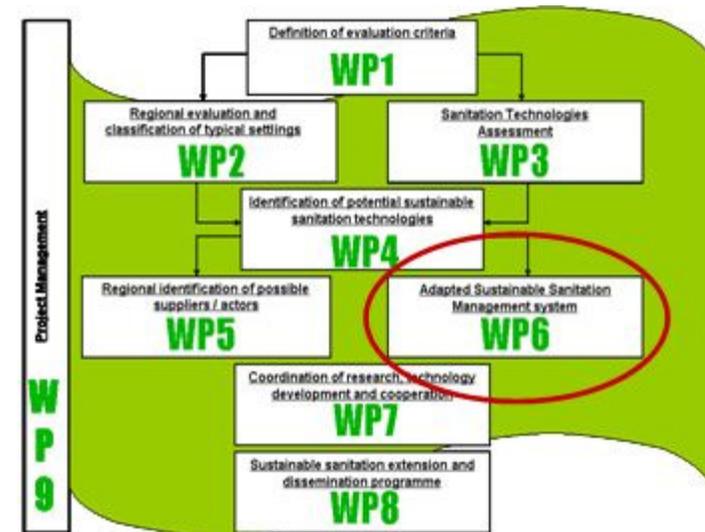
*Objectives*



### **Network for the development of Sustainable Approaches for large scale implementation of Sanitation in Africa**

to coordinate and integrate the current scientific research, technological innovation and execution activities, creating synergies to support large-scale implementation of sustainable sanitation systems in peri-urban and rural areas, in order to propose feasible solutions for the achievement of the Sanitation Millennium Development Goals in Africa.

to propose and design a set of Participative Multi-stakeholder Sanitation Management Support Tools to accompany the local planners and engineers during the process of sanitation planning in consultation with the people affected, adapted to the different socio-economic conditions prevailing in West Africa.



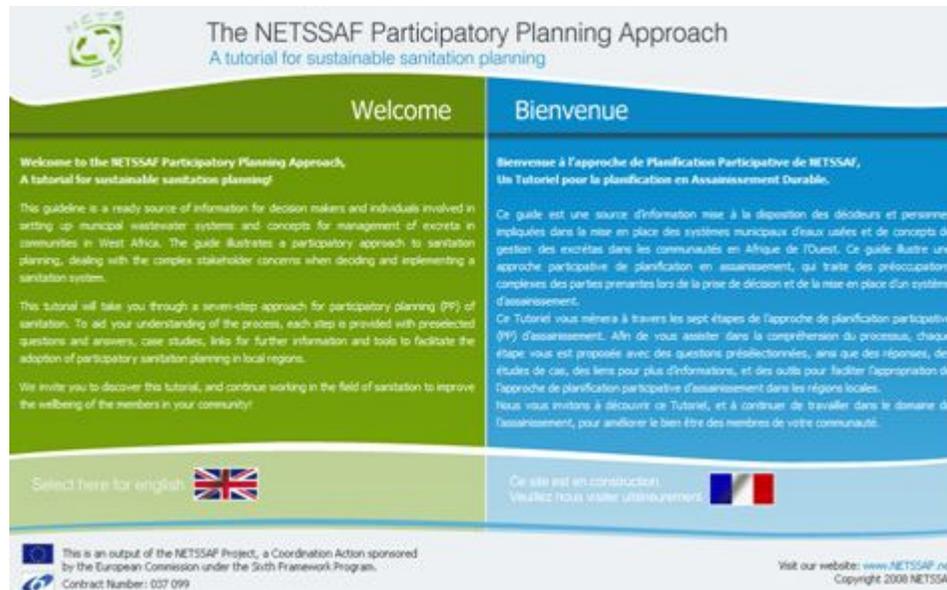


## 2. Presentation of the NETSSAF WP6

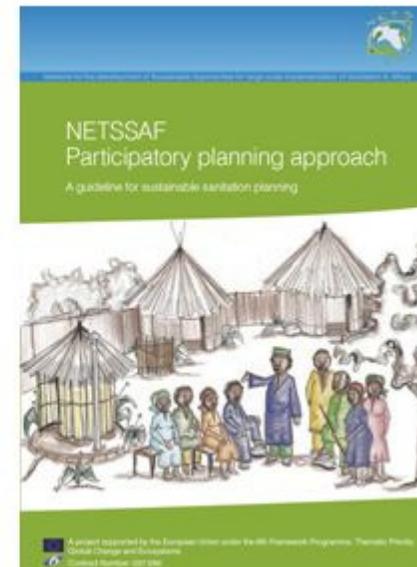
*The expected products*

# WP6

Therefore, a complete Work Package was designed to integrate the knowledge acquired during all the previous Work Packages, incorporating all the results in a CD-Rom and paper based tutorial, which guides the users through the several key aspects, technological and non-technological, required for the planning and implementation of sanitation systems.



The tutorial

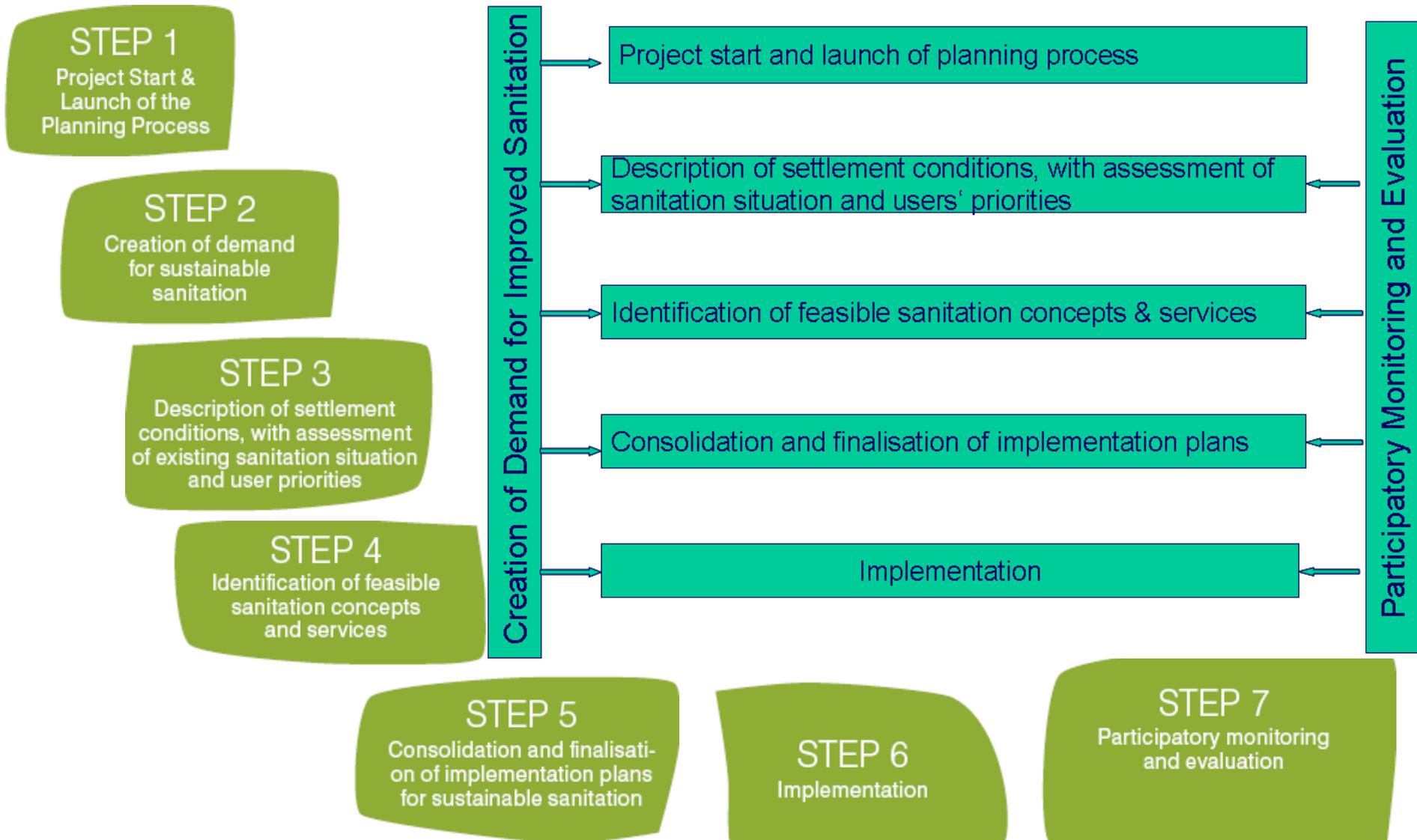


The manual



### 3. The NETSSAF participatory planning approach for sanitation

*The 7 steps*





### 3. The NETSSAF participatory planning approach for sanitation

*Step 1*

## Project start-up and launch of the planning process

Sub-step 1: Initiating workshop

Sub-step 2: Stakeholder analysis

Sub-step 3: Formation of the sanitation planning team

Sub-step 4: Development of a communication strategy amongst the various stakeholders

Sub-step 5: Planning the sanitation project





### 3. The NETSSAF participatory planning approach for sanitation

*Step 2*

## Creation of demand for improved sanitation

Sub-step 1: Identification of the different drivers of sanitation in the different levels of the community

Sub-step 2: Awareness raising campaigns targeting stakeholders

Sub-step 3: Creation of a suitable supply chain





### 3. The NETSSAF participatory planning approach for sanitation

*Step 3*

## Description of settlement conditions, with assessment of existing sanitation situation and user priorities

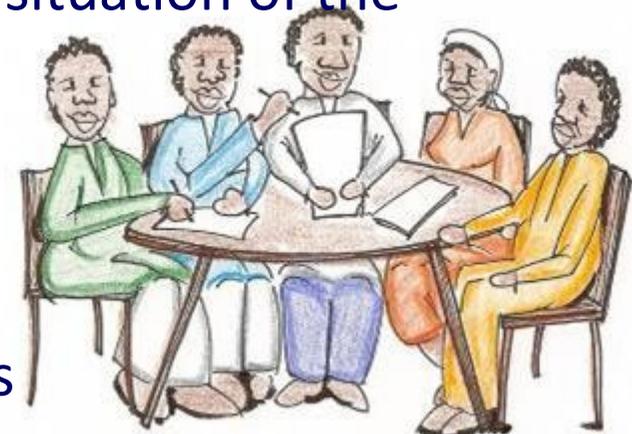
Sub-step 1: Conducting an integral evaluation

Sub-step 2: Gathering of technical information on the existing systems

Sub-step 3: Identifying the socio-economic situation of the settlement

Sub-step 4: Identification of user priorities

Sub-step 5: Identification of external factors





### 3. The NETSSAF participatory planning approach for sanitation

*Step 4*

## Identification of feasible sanitation concepts and service systems

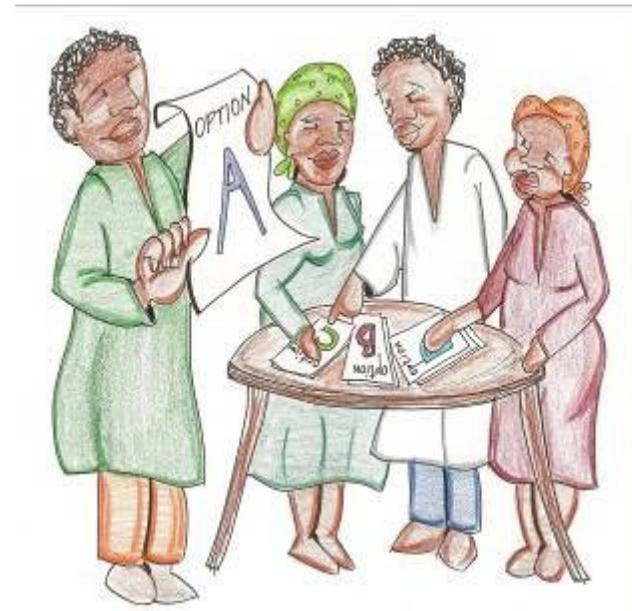
Sub-step 1: Understanding and shortening the list of possible options

Sub-step 2: First participatory analysis (technical and demand factors)

Sub-step 3: Systems exposure (piloting and construction of units)

Sub-step 4: Comparison of alternatives

Sub-step 5: Final decision making process





### 3. The NETSSAF participatory planning approach for sanitation

*Step 5*

## Consolidation and finalisation of implementation plans for sustainable sanitation

Sub-step 1: Planning and designing the infrastructure

Sub-step 2: Community technical capability evaluation

Sub-step 3: Institutional frameworks

Sub-step 4: Developing a financing approach adapted to the given area

Sub-step 5: Building a sanitation program master plan





### 3. The NETSSAF participatory planning approach for sanitation

*Step 6*

## Implementation

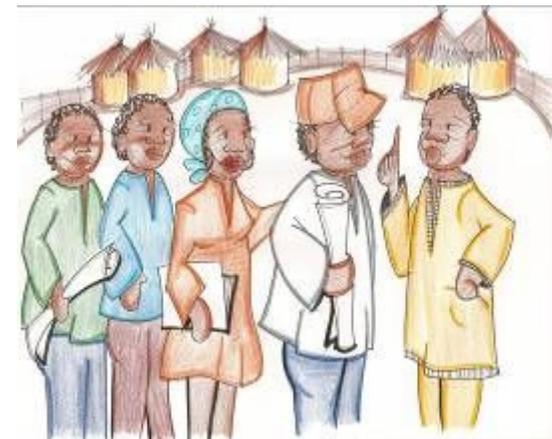
Sub-step 1: Initiation and controlling phase

Sub-step 2: Training activities

Sub-step 3: Construction and installation of infrastructure

Sub-step 4: Operation and maintenance

Sub-step 5: Marketing of sanitation products





### 3. The NETSSAF participatory planning approach for sanitation

*Step 7*

## Participatory monitoring and evaluation

Sub-step 1: Planning monitoring and evaluation

Sub-step 2: Levels of monitoring

Sub-step 3: Management information

Sub-step 4: Monitoring and reporting

Sub-Sub-step 5: Evaluation





#### 4. The NETSSAF tutorial for sustainable sanitation planning

*Introduction*

*The NETSSAF tutorial for sustainable sanitation planning is a **ready source** of information **for decision makers and individuals involved in setting up sanitation systems** in West Africa, **illustrating the NETSSAF participatory approach to sanitation planning**, dealing with the complex stakeholder concerns when deciding and implementing a sanitation system.*



## 4. The NETSSAF tutorial for sustainable sanitation planning

*Welcome page*

The screenshot shows the welcome page of the NETSSAF Participatory Planning Approach tutorial. The page is split into two columns: English on the left and French on the right. The English column features a green header with the title 'Welcome' and a blue header with the title 'Bienvenue'. The text in the English column describes the tutorial as a ready source of information for decision makers and individuals involved in setting up municipal wastewater systems and concepts for management of excreta in communities in West Africa. It mentions a seven-step approach for participatory planning (PP) of sanitation and invites users to discover the tutorial and continue working in the field of sanitation to improve the wellbeing of the members in their community. At the bottom of the English column, there is a link to select the language, accompanied by the UK flag. The French column has a blue header with the title 'Bienvenue' and contains the French translation of the welcome message. At the bottom of the French column, there is a message stating the site is under construction and a link to visit the website, accompanied by the French flag. The footer of the page includes the European Union logo and text indicating it is an output of the NETSSAF Project, a Coordination Action sponsored by the European Commission under the Sixth Framework Program, with contract number 037 099. The website URL www.NETSSAF.net and copyright information for 2008 NETSSAF are also present.

**NETSSAF**

### The NETSSAF Participatory Planning Approach

A tutorial for sustainable sanitation planning

#### Welcome

**Welcome to the NETSSAF Participatory Planning Approach, A tutorial for sustainable sanitation planning!**

This guideline is a ready source of information for decision makers and individuals involved in setting up municipal wastewater systems and concepts for management of excreta in communities in West Africa. The guide illustrates a participatory approach to sanitation planning, dealing with the complex stakeholder concerns when deciding and implementing a sanitation system.

This tutorial will take you through a seven-step approach for participatory planning (PP) of sanitation. To aid your understanding of the process, each step is provided with preselected questions and answers, case studies, links for further information and tools to facilitate the adoption of participatory sanitation planning in local regions.

We invite you to discover this tutorial, and continue working in the field of sanitation to improve the wellbeing of the members in your community!

Select here for english 

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 Contract Number: 037 099

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#### Bienvenue

**Bienvenue à l'approche de Planification Participative de NETSSAF, Un Tutoriel pour la planification en Assainissement Durable.**

Ce guide est une source d'information mise à la disposition des décideurs et personnes impliquées dans la mise en place des systèmes municipaux d'eaux usées et de concepts de gestion des excréta dans les communautés en Afrique de l'Ouest. Ce guide illustre une approche participative de planification en assainissement, qui traite des préoccupations complexes des parties prenantes lors de la prise de décision et de la mise en place d'un système d'assainissement.

Ce Tutoriel vous mènera à travers les sept étapes de l'approche de planification participative (PP) d'assainissement. Afin de vous assister dans la compréhension du processus, chaque étape vous est proposée avec des questions présélectionnées, ainsi que des réponses, des études de cas, des liens pour plus d'informations, et des outils pour faciliter l'appropriation de l'approche de planification participative d'assainissement dans les régions locales.

Nous vous invitons à découvrir ce Tutoriel, et à continuer de travailler dans le domaine de l'assainissement, pour améliorer le bien être des membres de votre communauté.

Ce site est en construction.  
Veuillez nous visiter ultérieurement. 

The tutorial welcomes the user, giving him/her the opportunity of selecting the language and giving a short introduction to the system



## 4. The NETSSAF tutorial for sustainable sanitation planning

*How to use the tutorial*

**The NETSSAF Participatory Planning Approach**  
A tutorial for sustainable sanitation planning

STEP 1    STEP 2    STEP 3    STEP 4    STEP 5    STEP 6    STEP 7    For all steps

**Complementary information**  
Welcome / Bienvenue  
**How to use this tutorial**  
Table of contents  
Sustainable Sanitation  
Planning sustainable sanitation  
Participative planning approach  
Glossary  
References  
Acknowledgements  
Corporate information

**How to use this tutorial**

The NETSSAF manual for sustainable sanitation planning presents an introduction to the participatory planning approach, targeting planners of sanitation programmes in West Africa and guiding them on how to facilitate "informed choices" in consultation with users and other stakeholders.

The tutorial is focussing on 7 steps for the planning and implementation of sanitation projects and programmes in a community, with emphasis on peri-urban and rural areas.

The 7 steps that make up the process of planning sustainable sanitation will be shown in the following screens. You will be able to click in each of the steps in the blue bar above to review them separately, or you could go in order by clicking in the next slide. Each step is comprised of the following elements: introduction, timing, related sub-steps, expected outcomes and results. In order to support you in the implementation of each step, a set of tools and methodologies is available to facilitate the actual carrying out of the proposed activities. All these documents are found throughout the sub-steps, and can also be accessed at the end of each step in the section "files to download". A set of pre-defined questions and study cases is also prepared as illustration modules. The section "further information" is a compilation of valuable literature which will complement your learning of the project/programme cycle of implementing sanitation in a community.

This guideline was developed by 19 organisations from West Africa and Europe, who compose the consortium of the NETSSAF Coordination Action, a project supported by the European Union under the 6th Framework Programme, Thematic Priority: Global Change and Ecosystems.

**Step 1** Project start & launch of the planning process

**Step 2** Creation of demand for sustainable sanitation

**Step 3** Description of settlement conditions, with assessment of existing sanitation situation and user priorities

**Step 4** Identification of feasible sanitation concepts and services

**Step 5** Consolidation and Finalisation of Implementation Plans for Sustainable Sanitation

**Step 6** Implementation

**Step 7** Participatory monitoring and evaluation

Please choose a step to get more information

How do I start?

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This is an output of the NETSSAF Project, a Coordination Action sponsored by the European Commission under the Sixth Framework Program, Contract Number: 037 099

A following screen gives the user clear instructions of how to use the program, indicating as well short descriptions of the different steps



## 4. The NETSSAF tutorial for sustainable sanitation planning

*The components of each step: introduction*



**The NETSSAF Participatory Planning Approach**  
A tutorial for sustainable sanitation planning

STEP 1 STEP 2 STEP 3 STEP 4 STEP 5 STEP 6 STEP 7 For all steps

**Introduction**

Project start & launch of the planning process

**Introduction**

This is the official project start and launch of activities of the planning process. The purpose of this step is to bring together the key stakeholders at units that order a common goal. The initiator of the project (generally the local administration or municipality) will open a dialogue and encourage key stakeholders of the need to plan and to act on. These key actors are the chiefs or heads of the community as well as sanitation experts and other authorities. It is also important to involve end-users, such as representatives of the community, as their involvement will facilitate the acceptance of the project and will ensure the success of the participatory planning approach.

The phase will define the general problem and formulate the overall goal of the project. It shall also define the project boundaries by identifying all affected stakeholder groups and clarifying the size and location of the project area. A consensus regarding the project goals and boundary conditions should be reached through a series of discussions with key actors and drafted into official documents.

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## 4. The NETSSAF tutorial for sustainable sanitation planning

*Timing*



### The NETSSAF Participatory Planning Approach

A tutorial for sustainable sanitation planning

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For all steps

Introduction

**Timing**

Sub-steps

Products, expected outcomes and library

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**Complementary information**

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Planning sustainable sanitation

Participative planning approach

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**Timing**

This step is carried out at the beginning of the project, as a planning process is unlikely to succeed, if those who will be responsible for its implementation are not convinced of the need to plan.

Planning steps	Project progress	Long-term activities
Step 1: Project start and launch of the planning process		
1 Initiating workshop		
2 Stakeholder analysis		
3 Formation of the sanitation planning team		
4 Development of a communication strategy amongst the various stakeholders		
5 Planning the sanitation project		
Step 2: Creation of demand for sustainable sanitation		
Step 3: Description of settlement conditions, with assessment of existing sanitation situation and user priorities		

<< Back
Next >>



## 4. The NETSSAF tutorial for sustainable sanitation planning

*Sub-steps*

STEP 1      STEP 2      STEP 3      STEP 4      STEP 5      STEP 6      STEP 7      For all steps

Introduction  
Timing  
**Sub-steps**  
Sub step 1: Initiating workshop  
**Sub step 2: Stakeholder analysis**  
Sub step 3: Formation of the sanitation planning team  
Sub step 4: Development of a communication strategy amongst the various stakeholders  
Sub step 5: Planning the sanitation project  
Products, expected outcomes and library  
**Complementary information**  
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Table of contents  
Sustainable Sanitation

**Sub step 2: Stakeholder analysis**  
An identification of all stakeholders and their positions in each domain of the area should be properly carried out. These stakeholders, described as the people who directly or indirectly affect or are affected by the sanitation situation within the particular community or zone, can be grouped as primary, secondary and tertiary stakeholders. Further analysis will however need to be done in order to identify the key stakeholders who will have the most influence in the successful implementation of the project as well as play an active role in the planning process.

**Who are the key stakeholders?**

**Primary Stakeholders**  
The **primary stakeholders** are made up of community members and farmers who are directly affected by the sanitation conditions within the locality. Their participation in the project is as a result of the need to identify and meet their demands as they will be the users of the implemented system.

**Secondary Stakeholders**  
The **secondary stakeholders** are the municipality and local authorities responsible for the planning and implementing sanitation projects. These stakeholders will be in charge of implementing the project.

**Tertiary Stakeholders**  
The **tertiary stakeholders** are made up of NGOs, CBOs and FBOs national authorities and financial institutions. They generally assist in advocating for proper sanitation, raising awareness as well as providing funds for the project.





## 4. The NETSSAF tutorial for sustainable sanitation planning

### *Outputs and expected results*

**NETSSAF**

# The NETSSAF Participatory Planning Approach

A tutorial for sustainable sanitation planning

STEP 1 STEP 2 STEP 3 STEP 4 STEP 5 STEP 6 STEP 7 For all steps

Introduction  
Timing  
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**Products, expected outcomes and library**

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### Products, expected outcomes and library

**Products**

- Initiating workshop
- Memorandum of Understanding (MoU), as documentation of an official consensus with community representatives, as well as other stakeholder groups.
- Official project document, outlining the local problem, defining the overall goal and the main objectives of the project.
- Official and generally accepted decisions about the planning area and its boundaries.
- Document describing the roles and responsibilities of each stakeholder.
- Work plan, financial plan and time schedule.
- Communication strategy within the sanitation team.

**Expected outcomes**

- Definition of the general problem and formulation of the overall goal of the project.
- Definition of the project boundaries by identification of the affected stakeholder groups and clarification of the size and location of the project area.
- Consensus regarding the sanitation project, planning and implementation principles in the concerned area.
- Consensus on participants' involvement, partnerships, roles and responsibilities.
- Agreement on planning approach, further tasks and activities (including a preliminary financial plan).

**Files to download**

- Example of a list of stakeholders
- Example of a classification of stakeholders
- Tool for identification of end-users' interests
- Decision making flow chart for identification of stakeholders
- Study case of ranking the stakeholders
- List of communication channels
- Sample of a work plan
- Sample of a financial plan

**Further information**

- GHK, WEDC & WSP-SA (2000). Strategic planning for municipal sanitation
- Fisher, F. Améliorer les relations entre citoyens et autorités locales par la planification participative

*set of tools and methodologies is available to facilitate the actual carrying out of the proposed activities. All these documents are found throughout the sub-steps, and can also be accessed at the end of each step in the section "Files to download".*



# 4. The NETSSAF tutorial for sustainable sanitation planning

## Examples of documents to download

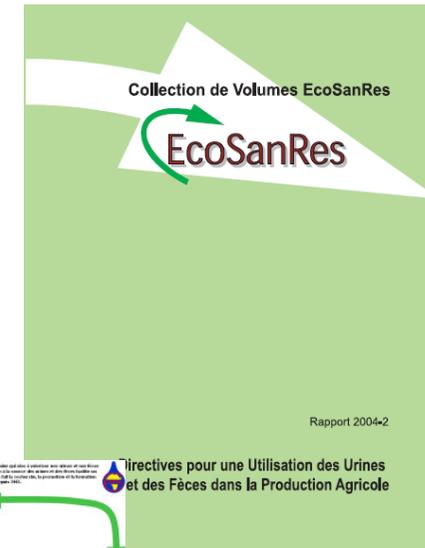
### Files to download

- Read more about drivers of sanitation
- Tool for the identification of drivers of sanitation (English version)
- Tool for the identification of drivers of sanitation (French version)
- List of channels of communication with stakeholders
- Example of communication channels in West Africa
- Brief proposal for a communication strategy with stakeholders
- Tool for determining the users interests and channels of communication
- Read more about social marketing
- Show me a typical agenda of an awareness raising (English Version)
- Show me a typical agenda of an awareness raising (French version)
- Text for a radio advertisement
- Text for a press release
- Awareness raising kit 1 with useful pictures
- Awareness raising kit 2 with useful pictures
- Yellow pages sanitation? Tell me more!
- Knowledge information and dissemination for poor community
- Validation check-list

## Sanitation & Cleanliness for a Healthy Environment



The Hesperian Foundation in collaboration with the United Nations Development Programme



TIME ACTIVITY	CONTENT	PRESENTED BY	ACTION / HOW	FOCUS ON
1:00-11:00 Session 4 (2 hours)	Opening remarks (30 minutes)	Local official (a mayor or his representative)	Short speech	Welcome remarks to the participants
	Introduction of participants (15 minutes)		The introduction list is passed around the table. Self introduction of each participant.	Brief introduction of the project (implementation of a sustainable planning and implementation approach of a sanitation system in the area), workshop agenda, expected results
	Introduction to the project, with the subsequent presentation of the objectives and program of the workshop (30 minutes)	Moderator	A brief speech on the aim of the workshop, and identification of a workshop reporter	
	Introduction to sustainable sanitation (30 minutes)	Local/international experts	Brief reminder	Objectives - Difference to conventional sanitation - Productive aspect of sanitation, link to agriculture and/or energy recovery (biogas)
	Presentation of the problematic and the local conditions of the locality (30 minutes)	Key actor (municipality), local representative (Government technical services)	PowerPoint presentation	- Existing water and sanitation infrastructure or systems - Existing unimproved programs/activities (existing water networks, pit-to-pit)

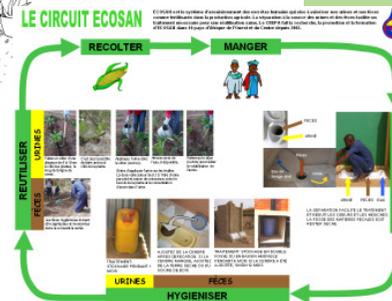


It is necessary to identify key stakeholders, i.e. those who are affected by the outcome, negatively or positively, or those who can affect the outcomes of a proposed intervention. The identification criteria of stakeholders for sustainable sanitation will have to answer the following questions:

1. Who are the people/groups/institutions that are interested in the promotion of sustainable sanitation
2. Who is concerned about sustainable sanitation in a locality (village, town, region, country, etc)
3. Who may impact or be impacted by sustainable sanitation

Stakeholder identification should best be done through a brainstorming process. This is to prepare a large list of people/groups/institutions that are affected by sustainable sanitation; that have influence or power; that have an interest in its successful or unsuccessful conclusion. The following table shows a list of potential stakeholders in West Africa. However the list needs readjustment to each particular country situation.

N°	Stakeholders	Stakeholders' Subgroups	Details or examples
1	National authorities (at all levels)	Governor High commissioner Prefect	Regional Provincial Departmental Chief of village
2	Traditional authorities		
3	Communication	Media Health Education Environment	Health centres Inspection of education
4	Decentralized Government Services	Agriculture Hydraulic / Water	
5	Opinion leaders	Religious authorities Parliamentarian	Imams, Priests, Pastors



### Directives pour une Utilisation des Urines et des Fèces dans la Production Agricole

### Further information (in English version)

- Sayers, R. (2006). Principles of awareness raising
- WSP-Africa. (2002). Hygiene promotion in Burkina Faso and Zimbabwe
- Conant, J. (2004). Sanitation and cleanliness for a healthy environment
- Salifu, L. (2001). Identifying demand drivers for sanitation technologies

### Further information (in French version)

- CREPA (2006). Promotion de l'hygiène en milieu scolaire et...
- ECOSAN Info (Mars 2006). Atelier régional pour l'assainissement ...
- Taa', A. (Juin 2005). La sensibilisation des communautés comme ...
- Conant, J. (2005). Assainissement et propreté pour un environnement sain



## 4. The NETSSAF tutorial for sustainable sanitation planning

*Questions and study cases*

A set of pre-defined questions and study cases is also prepared as illustration modules.

**The NETSSAF Participatory Planning Approach**  
A tutorial for sustainable sanitation planning

STEP 1 STEP 2 STEP 3 STEP 4 **STEP 5** STEP 6 STEP 7 For all steps

**Sub step 3: Institutional frameworks**

In this sub-step, the importance of institutional support in strategic sanitation is outlined and stressed. The goal of institutional support is to develop incentive structures to induce the participation of key players at all stages. The institutional arrangements will include definition of the roles of local governments, beneficiaries, private sector enterprises, non-formal institutions, NGOs, government departments, and development partners (external support agencies), ensuring that women groups and beneficiaries are included in the implementation plan. The authorities will play an important role of providing institutional framework/support for the long term sustainability of the systems. Such institutional framework shall lay down rules for local decision making; for example, rules on the use of cash and in-kind contributions need to be clearly defined. Also project-specific institutional framework is needed to:

- Define an approach for resolving disputes.
- Set policy on how boundaries of service areas are to be defined.
- Set rules on service zone selection and cost recovery.
- Specify sanctions against breach of rules.

**What are the challenges in developing an institutional framework?**

**Show me the key strategies for institutional design**

[Click here to know more about challenges in developing an institutional framework](#)

**The NETSSAF Participatory Planning Approach**  
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**Sub step 3: Institutional frameworks**

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- Define an approach for resolving disputes.
- Set policy on how boundaries of service areas are to be defined.
- Set rules on service zone selection and cost recovery.
- Specify sanctions against breach of rules.

**What are the challenges in developing an institutional framework?**

The term "institutional framework" refers to a set of formal organizational structures, rules and informal norms for service provision. The key principles informing the institutional vision are as follows (adapted from DWAF 2008):

- The need for a clear definition of **roles and responsibilities**;
- The separation of **regulatory and operational responsibilities**;
- Local government is responsible for **ensuring** water & sanitation services provision;
- **Flexibility** in terms of scale and type of water & sanitation services provider;
- The **private sector and civil society** have a role to play;
- **Management** must take place at the appropriate level;
- Building on **existing capacity**;



## 4. The NETSSAF tutorial for sustainable sanitation planning

*Other menus*

**Technical requirements**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
<b>Sourcing</b>							
Local, national and international experts and organisations having first-hand experience in the planning, designing, implementation and O&M of large-scale sustainable sanitation projects in peri-urban, semi-urban and rural areas in West Africa and abroad have been identified to provide their experts' knowledge in the respective fields.		X					
Necessary human resources are identified and available.			X				
An attempt to identify local alternatives to required resources has been made.				X			
Local, national and international sources of supply (i.e. manufacturers/suppliers of required kind and types of sanitary wares, etc.) have been identified to provide required hardware.				X			
Potential of private sector involvement has been assessed (service providers).				X			

**Designing**

**Management and logistics**

**Implementation**

**The NETSSAF Participatory Planning Approach**  
A tutorial for sustainable sanitation planning

**Planning sustainable sanitation**

The latest trends in international development ideology reflect a shift away from traditional, top-down planning to strategic, bottom-up processes. The traditional method of planning for sanitation was a highly structured process of written rules and procedures, with a top-down planning flow with narrow participation profiles and budgetary focuses (Pyburn, 1987). The priority needs and necessary service levels were determined by well-meaning officials based on their own perceptions of what was needed for the "target beneficiaries". The beneficiaries themselves often had little say in the matter (Lavag, 2005).

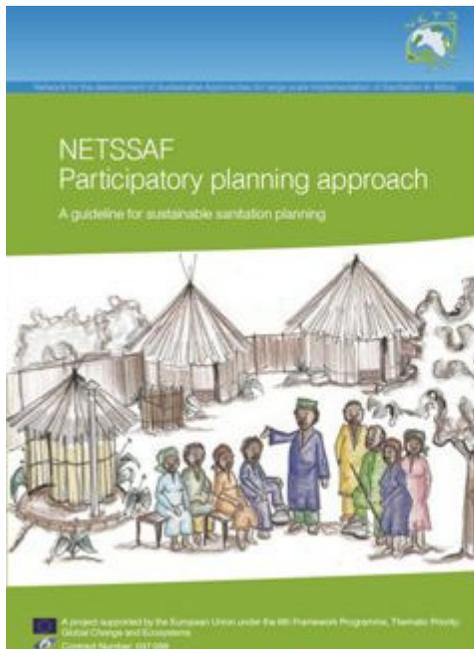
In contrast, the strategic planning frameworks that have emerged out of the past fifty years of international development work focus on more participatory, bottom-up methodologies. Planners solicit the participation of a variety of stakeholders in a democratic planning process. A number of strategic planning principles can be synthesized from the international development literature concerning the approach necessary for achieving sustainable sanitation projects. These principles are not logical steps to be completed, but guidelines that will influence the format of the steps and the decision-making process itself. The five key principles behind successful planning are (1) participation, (2) capacity building, (3) economic efficiency, (4) technical flexibility and (5) feedback.

- Participation
- Capacity Development
- Economic efficiency
- Technical Flexibility
- Feedback



# 5. The NETSSAF complementary manual for sustainable sanitation planning

In order to offer the users an easy reference guide for navigating through the planning steps, available even when there are not computers or electricity, a condensed version of the NETSSAF participatory planning approach is presented in a guideline





## 6. Conclusions

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The tutorial for sustainable sanitation planning is a ready source of information for decision makers and individuals involved in setting up municipal wastewater systems and concepts for management of excreta in communities in West Africa. The guide illustrates a participatory approach to sanitation planning, taking the user through the seven-steps to facilitate the large scale implementation in localities in West Africa.

*However, it is important to stress that the tutorial and manual **are not a blueprint** for sanitation planning in West Africa, but it is rather a guideline, which should be adapted based on prevailing local situations.*



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For more information: [www.netssaf.net](http://www.netssaf.net)

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**Thank you!** **Merci!**

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