

FOCUS GROUP DISCUSSION GUIDE (adults):
Assessing Safety Perceptions of Women and Girls at WASH Facilities

_____, _____, _____ we are members of (agency/affiliation). We are interested in understanding how safe the community i.e. women, girls and boys feel using WASH facilities, such as latrine, bathing facilities and water points in (*specific location*). With your help, we hope to identify challenges and how to address the challenges the community face in accessing/using the WASH facilities.

This discussion will be **confidential**, which means that we will speak privately – and any information shared with us today will be kept with us only; we will not share it with anyone else. We will not ask for your names and will not write them down; we will also not record any information that may identify you, or connect you to anything you share today. We will only share anything what was said in this discussion in a **general** way. We ask that all of you keep everything confidential, too. Please do not tell others what was said today, even other people who are also participating. This way, we can keep the information and all of us safe. If someone asks, explain that you were speaking about the health problems of women and girls.

In this discussion, we are not asking for specific stories; **please do not use any names**. Participation in this discussion is completely **voluntary** and you do not have to answer any questions that you do not want to answer. You may leave at any time. We also want to be clear that our intention is to listen and learn; there will be **no direct benefits**, such as (list examples if needed), related to the time we spend together today.

_____ is taking notes to make sure that we record our discussion accurately, and do not miss any of the information you share with us.

_____ is translating for us to make sure everyone understands and feels comfortable sharing their thoughts in their language of choice. (*in case you need translator*)

We might interrupt the discussion sometimes, but only to ensure that everyone who would like to participate has an opportunity to speak. I expect our discussion to last for a maximum time of 1 hour or less.

→ **Before starting, ask the participants to raise their hands if they understand the language being spoken.** If anyone does not raise their hand, there may be a need for secondary translation (into a local language, or alternate dialect).

→ **Does everyone in the room understand the purpose of the discussion and agree to participate in the discussion?**

YES, everyone agrees to participate. NO, not everyone agrees to participate.

Initials of FACILITATOR

Does anyone have any questions for us before we begin?

***FOCUS GROUP DISCUSSION GUIDE:
Assessing Safety Perceptions of the affected population***

REMEMBER!

- **CONFIDENTIALITY** – 1) no names of participants; 2) tell participants they are NOT being asked to share information about individual issues/cases; 3) try to find a quiet/private place to have the discussion
- **INFORMED CONSENT** – 1) explain the purpose of the activity; 2) participation is in group and voluntary; 3) information will be used to improve safety needs for women and girls
- **SAFETY** – if you feel any staff conducting this activity or participants may be at risk, do not proceed with the activity. When probing, no information linking to individual survivors should be asked.
- **Conclusion:** At the end of this discussion, thank the participants for their participation. Remind them to contact relevant agencies if they have any concerns.

Date: _____ Location of FGD: _____

Facilitator: _____ Note Taker: _____ Translator:

Time FGD started: _____ Time FGD ended: _____

Translation used: Yes No
If yes, the translation was from _____ to _____

Sex of FGD participants: Female Male

Age of FGD participants: 15-19 years 20-30 years 30-40 years Over 40 years

List other key demographics (caretakers, participants with physical or intellectual disabilities, etc.)

DISCUSSION QUESTIONS:

1. What WASH services/facilities (specify) are available in this area?
2. How far away is the closest WASH services/facilities?
3. Do you access to the WASH services/facilities? (If no, go to the question 9)
4. If yes, how do you/ women/girls/ men/ boys go to the WASH facilities (ask one by one)?
 - Alone/ in group?
 - In day time only? /in night time only/ in both day and night time
 - In case of group, why do you go in a group?
5. How do you feel accessing the WASH services/facilities?
 - Any challenges?
 - What do you think can be done to address the challenges?
6. Do you feel safe/comfortable around the staff providing the services?
 - Why? (both yes and no)
 - If no, what can be done to make you feel safe/comfortable around the staff?
 - If yes, what more can we do?
7. What do you propose to change in the current facilities to make them more comfortable and safer? Why?
8. What can your community do to improve safety for women and girls at the services/facilities?

No access to WASH facilities:

9. Why don't you access WASH facilities/services (specify the services/facilities)
10. Are there any group of people who are not accessing the (services/facilities) in this community?
 - Who?
 - Why?
 - What do you think can be done to help them accessing the (services/facilities)?
11. What do you think are the biggest barriers for you to accessing these services in this community?
 - Why?
 - What do you think can be done to address the barrier?

Menstrual Hygiene Management (MHM)

- Have you received any sanitary pads?
- If yes, are you satisfied with the sanitary pads that you received?
 - Yes/why
 - No/why
- What are key challenges in MHM?
- What do you propose WASH actors to make it more comfortable for MHM (materials, waste management of the materials, washing etc)

Safety Audit Note

1. What WASH services/facilities (specify) are available in this area?

- Water Point (what do they use _____)
- Latrine
- Bathing facility
- Others (Specify: _____)

2. How far away is the closest WASH services/facilities?

- Water Point: _____ minutes
- Latrine: _____ minutes
- Bathing facility: _____ minutes
- Others (Specify: _____): _____ minutes

3. Do you access to the WASH services/facilities? (If no, go to the question 7)

- Yes (how many people? _____)
- No (how many people? _____)

4. If yes, how do you/ women/girls/ men/ boys go to the WASH facilities (ask one by one)?

- Alon? (how many people? _____)
- In group? (how many people? _____)

Why? _____

- In day time only? (how many people? _____)

Why? _____

- in night time only? (how many people? _____)

Why? _____

- In both day and night time (how many people? _____)

5. How do you feel accessing the WASH services/facilities?

• Any challenges?

- _____ (how many people? _____)
- _____ (how many people? _____)
- _____ (how many people? _____)

• What can be done to address the challenges?

- _____ (how many people? _____)
- _____ (how many people? _____)
- _____ (how many people? _____)

6. Do you feel safe/comfortable around the staff providing the services?

- Yes (how many? _____)

Why? _____

What can we do more to strengthen:

- No (how many? _____)
Why? _____

What can be done to make you feel safe/comfortable ?

7. What do you propose to change in the current facilities to make them more comfortable and safer? Why? (For note, try to quantify, what are the measures that are common and what are the measures not so common?)

8. What can your community do to improve safety for women and girls at the services/facilities?

No access to WASH facilities/services

9. If not, what the reason why you do not access the (services/facilities)? (For note, try to quantify the reasons too. Which reasons are the most common and least common)

Water point:

Latrines:

Bathing facilities:

10. Are there any group of people who are not accessing the (services/facilities) in this community?

- Who? (try to quantify in the note)

- Why? (ask why the group is not accessing the service/facility? Try to quantify the answer)

Safety Audit tool – FGD guide

- What do you think can be done to help them accessing the (services/facilities)? (try to quantify the answer. If there are any specific measures for specific groups and specific facilities, note that. E.g. girls in reproductive age (20 people said), why: they feel unsafe around latrine because men uses female latrines, what can be done: clearly mark female and male in the latrine)

11. What do you think are the biggest barriers for you to accessing these services in this community?

- _____ (how many people? _____)
- _____ (how many people? _____)
- _____ (how many people? _____)

- What do you think can be done to address the barrier? (for note, try to quantify the answer)

MHM

12. Have you received any sanitary pads?

- Yes (how many? _____)
- No (how many? _____)
- If yes, are you satisfied with the sanitary pads that you received?
 - Yes (how many? _____)

Why?

- No (how many? _____)

Why?

13. What are key challenges in MHM?

14. What do you propose WASH actors to make it more comfortable for MHM (materials, waste management of the materials, washing etc)

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Any other notes, observations, design etc