

**Sindh Devolved Social Services Program  
Finance Department, Government of Sindh**

**Training Needs Assessment Evaluation Form  
Water and Sanitation**

**Questionnaire for Ascertaining Training Needs Assessment of Taluka  
Officer (Infrastructure and Services) in the Field of Water and Sanitation**

1. This questionnaire is designed to assess the training needs of TO(I&S), in the field of water and sanitation, so that, in case of gaps or deficiency, short-term training can be provided;
2. The information obtained, will be used by SDSSP, for official purpose only;
3. It would take about 20 minutes to complete the questionnaire; and
4. Completed questionnaire may be mailed to Mr. F H Mughal, Water and Sanitation Specialist, 3<sup>rd</sup> Floor, State Life Building # 3, Dr. Ziauddin Ahmed Road, Karachi, Phone 9201005-7, or, emailed at [mug444@yahoo.com](mailto:mug444@yahoo.com), by 1 March 2007

**Personal Information**

Name \_\_\_\_\_

Qualifications \_\_\_\_\_

Year of graduation \_\_\_\_\_

Designation and grade \_\_\_\_\_

Experience \_\_\_\_\_

\_\_\_\_\_

Training/shortcourse in water and sanitation                      YES / NO

If yes, give details, where it was held and, in which year \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mailing address\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phones (office)\_\_\_\_\_ (home)\_\_\_\_\_

Cell\_\_\_\_\_

Email address\_\_\_\_\_

Town\_\_\_\_\_

## Technical Information

### Water Supply

1. Did you work in the defunct Public Health Engineering Department (PHED)?

YES / NO

If yes, then for how many years and, in what position?\_\_\_\_\_

2. Experience in managing water supply schemes\_\_\_\_\_ (years)

3. Have you worked on:

- Design of water treatment plant                      YES / NO
- Design of water distribution system                      YES / NO
- Operation & maintenance (O&M) of water treatment plant                      YES / NO
- O&M of water distribution system
- Household water treatment system                      YES / NO

If yes, describe the system\_\_\_\_\_

\_\_\_\_\_

- Preparation of BOQs (bill of quantities) and preparation of estimates and drawings of water supply schemes                      YES / NO

4. Which of the following methods can effectively disinfect water (*choose one*)

1. Boiling
2. Filtration
3. Sedimentation
4. Solar
5. Other \_\_\_\_\_
6. I don't know

5. Which of the following water sources has the potential for contamination?  
(Choose one)

1. River
2. Lake
3. Piped water
4. Protected hand dug well
5. Borehole
6. Rainwater catchment
7. All of the above
8. I don't know

6. Where can water become contaminated? (Choose one)

1. At the source (i.e., at the well, lake, borehole etc)
2. During transport
3. During storage
4. ALL of the above
5. NONE of the above

7. What is the safest way to store drinking-water? (Choose one)

1. In an improved plastic container or a clay pot with a narrow mouth and lid
2. In a modified clay pot without a lid
3. In an ordinary bucket
4. In a super drum
5. In an ordinary clay pot
6. I don't know

8. How is water obtained by people in your town:

- Raw and untreated water from river;
- Groundwater through hand pumps;
- Water vendors

## Sanitation

9. Have you worked on sanitation schemes YES / NO  
 If yes, then for how many years and, in what capacity\_\_\_\_\_

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10. Have you worked on:

- Design of wastewater treatment plant YES / NO
- Design of wastewater collection system YES / NO
- O&M of wastewater treatment plant YES / NO
- O&M of wastewater treatment plant YES / NO
- Design & construction of latrines & septic tanks YES / NO

11. Are you familiar with:

- Pit latrines YES / NO / I don't know
- Ventilated pit latrines YES / NO / I don't know
- Pour flush latrines YES / NO / I don't know

12. Are septic tanks and soak pits one and the same thing?  
 YES / NO / I don't know

13. Which wastewater treatment plant will be suitable for a town with low economic status with population of 100,000 persons

- Activated sludge
- Trickling filters
- Waste stabilization ponds

14. Do you require training in water and sanitation field? YES / NO

If yes, then describe type of training (e.g., 4-week short course; 1-week workshop)\_\_\_\_\_

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15. Which sanitation system is prevalent in your town:

- Open defecation;
- Communal toilets;
- On-plot, in-house latrines;
- Sewerage system.

## Hygiene Promotion

16. Have you received any training in hygiene promotion? YES / NO
17. What is the standard definition of diarrhea? (Choose one)
1. Passing loose or watery stools 3 or more times a day
  2. Passing loose or watery stools once a day
  3. Passing loose or watery stools at least 10 times a day (or 15 times a day for children)
18. What should you teach people about hand washing with soap? (Choose one)
1. It is necessary to wash your hands ONLY when you see visible dirt on them
  2. Wash your hands for at least 10 – 15 seconds before and after eating/handling food, after toileting and, after caring for someone who is sick
  3. Hand washing is not very important. It is better to spend your time teaching people about other health issues
  4. Wash your hands for at least a minute
  5. I don't know

## Specific Training Needs

(This section assess your specific training needs, on a scale of LOW to HIGH)

19 In the following list, how would you rate the level of your training needs:

- |   |            |
|---|------------|
| • Design of water treatment plant               | Low / HIGH |
| • O&M of water treatment plant                  | LOW / HIGH |
| • Design of water distribution system           | LOW / HIGH |
| • O&M of water distribution system              | LOW / HIGH |
| • Household water treatment                     | LOW / HIGH |
| • Water consumption and water storage           | LOW / HIGH |
| • Water quality                                 | LOW / HIGH |
| • Design of wastewater treatment plant          | LOW / HIGH |
| • Design of wastewater collection system        | LOW / HIGH |
| • O&M of wastewater treatment plant             | LOW / HIGH |
| • Knowledge of latrines, septic tanks/soak pits | LOW / HIGH |
| • Preparation of estimates and BOQs             | LOW / HIGH |
| • Water pollution control                       | Low / HIGH |