

5 Day Agenda – Monitoring Biosand Filter Projects (Developing Country)

Time	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
1 hour 45 minutes	<ul style="list-style-type: none"> • Training Introduction • Introduction to Monitoring 	<ul style="list-style-type: none"> • Review (15 minutes) • Field Debrief– Household Visits 	<ul style="list-style-type: none"> • Review (15 minutes) • Field Debrief– Production Sites 	<ul style="list-style-type: none"> • Review (15 minutes) • Logic Framework Model and Purpose of Monitoring • Indicators 	<ul style="list-style-type: none"> • Review (15 minutes) • Logistics and Resourcing • Roles, Responsibilities and Capacity
15 min	BREAK	BREAK	BREAK	BREAK	BREAK
1 hour 30 minutes	<ul style="list-style-type: none"> • Information: What to Collect • Information: Questioning Techniques 	<ul style="list-style-type: none"> • Collection Methods and Maintaining Reliability 	<ul style="list-style-type: none"> • Analysis and Improvements - Situational 	<ul style="list-style-type: none"> • Establishing a Baseline • Setting SMART targets 	<ul style="list-style-type: none"> • Timeline and Growth • Monitoring Budget
1 hour	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1 hour 30 minutes	<ul style="list-style-type: none"> • Field visit using CAWST Monitoring Forms • Household visits demo 	<ul style="list-style-type: none"> • Field visit using CAWST Monitoring Forms • Filter installation, sand prep and box production on site demo and discussion 	<ul style="list-style-type: none"> • Analysis and Improvements – Group Trend 	<ul style="list-style-type: none"> • Revising Monitoring Forms 	<ul style="list-style-type: none"> • Monitoring Plan – Putting it all together
15 min	BREAK	BREAK	BREAK	BREAK	BREAK
1 hour 45 minutes	<ul style="list-style-type: none"> • Field visit using CAWST Monitoring Forms • Groups doing 3-4 visits themselves 	<ul style="list-style-type: none"> • Field visit using CAWST Monitoring Forms • Groups doing the monitoring themselves 	<ul style="list-style-type: none"> • Analysis and Improvements – Long Term Trend 	<ul style="list-style-type: none"> • Information Management • Communication 	<ul style="list-style-type: none"> • Reviewing, improving and expanding monitoring • To Do List • Final questions, next steps • Evaluation and Closing