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**APPENDIX 1: INFORMED CONSENT FORM FOR LITERATE RESPONDENTS IN
THE HOUSEHOLD SURVEY**

Monitoring and Evaluation Tools for Sanitation: A Comparative Study of Mobile Phone and Traditional Paper Based Survey of Defecation Practices in the Ningo-Prampram District of Ghana

I am Sarah Van-Ess, a PhD student at the University of Ghana affiliated with the Dodowa Research Centre in the Ningo-Prampram District and this is my team. I am conducting a study about sanitation in your community. This study is on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

For the next 45 minutes, I would like to ask you to contribute to the study by answering certain questions about your defecation practices. I would also like to say that some of the questions are sanitation related and may be embarrassing and may cause uneasiness. All efforts will be made to reduce any embarrassment and you can cease to participate in the study at any time. All information provided during participation in the study will be kept confidential and none of the personal information obtained which could identify you will be used in any report. There will be no cost to you for participation and your participation is entirely voluntary.

You will not be paid any money or receive any payment before, during, or after the study. Your participation in the study, will contribute to efforts for more reliable, dependable and continuous sanitation data collection and generation relating to improving health in the community and the information will help in planning future sanitation projects. Study results and findings may be shared with and used by your community as a whole, other researchers, health staff, local government officials, and other stakeholders at the district, national and international levels and may be published in internationally.

This study will use non-participatory observation of the surrounding environment requiring the researcher to observe their surroundings as people go about their normal activities in order to gather data. You will clearly need to understand that if you agree to participate, the researcher will observe you and may take photographs and make audio and videos recordings with your permission and all images and voices of persons will be duly protected by ensuring that they will not be recognised and not be used publicly; and securely kept under lock and key. These observations made by the researcher may be recorded as field notes, recorded on a digital recorder and later transcribed. There may be the need for you to use your mobile phone to answer some of the questions in a Short Messaging Service (SMS) Text form. Thorough privacy will be ensured and no reference will be made to your identity. Any digital media coverage will be recorded in a manner to ensure your privacy. All the electronic data will be kept for at least 2 years for the purpose all required publications.

If there are any times that you do not feel comfortable either in having the researcher accompanying you or answering any questions, or do not understand what is being asked or how

particular observations will be used in the research, please let the researcher know and clarify any issues.

All questions are permitted and for any concerns or issues regarding the study please contact

Dr. Margaret Gyapong
Dodowa Health Research Centre
P.O.BOX 1
Dodowa
Tel: 0244 573138

Dr Moses Aikins
University of Ghana
Legon
Accra
Tel 0244 433743

If you have read and understood all the above statement and voluntarily agree to participate at no cost please make the following statement and sign that:

“The content and purpose of the study has been read to me and I have been assured of confidentiality of my responses. I have had the opportunity to ask questions. I agree to participate voluntarily in this study and give my consent to the publication of findings. I also grant permission that following recording methods to be used video recording and photograph(s) may be used. Any additional conditions for my participation in this research has been discussed and noted.”

Signature/Thumb print of participant _____

Date: _____

I, Sarah Van-Ess confirm that all clarifications have been made to the participant who has been given the opportunity to ask questions about the study, and all the questions asked by him/her have been answered correctly to the best of my ability. As a respondent, I have read and understood that the participation is void of intimidation and any act of involuntary nature. Total consent by the participant is voluntary.

Name of Researcher/Field Assistant _____

Signature _____ Date _____

Place of interview _____



APPENDIX 2: INFORMED CONSENT FORM FOR ILLITERATE RESPONDENTS IN THE HOUSEHOLD SURVEY

Monitoring and Evaluation Tools for Sanitation: A Comparative Study of Mobile Phone and Traditional Paper Based Survey of Defecation Practices in the Ningo-Prampram District of Ghana

I am Sarah Van-Ess, a PhD student at the University of Ghana affiliated with the Dodowa Research Centre in the Ningo-Prampram District and this is my team. I am conducting a study about sanitation in your community. This study is on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects. All text will be translated for you to understand in your local language, Ga-Adangme. If there is the need to use another local language other than Ga-Adangme, please indicate this.

For the next 45 minutes, I would like to ask you to contribute to the study by answering certain questions about your defecation practices. I would also like to say that some of the questions are sanitation related and may be embarrassing and may cause uneasiness. All efforts will be made to reduce any embarrassment and you can cease to participate in the study at any time. All information provided during participation in the study will be kept confidential and none of the personal information obtained which could identify you will be used in any report. There will be no cost to you for participation and your participation is entirely voluntary.

You will not be paid any money or receive any payment before, during, or after the study. Your participation in the study, will contribute to efforts for more reliable, dependable and continuous sanitation data collection and generation relating to improving health in the community and the information will help in planning future sanitation projects. Study results and findings may be shared with and used by your community as a whole, other researchers, health staff, local government officials, and other stakeholders at the district, national and international levels and may be published internationally.

This study will use non-participatory observation of the surrounding environment requiring the researcher to observe their surroundings as people go about their normal activities in order to gather data. You will clearly need to understand that if you agree to participate, the researcher will observe you and may take photographs and make audio and videos recordings with your permission. These observations made by the researcher may be recorded as field notes, recorded on a digital recorder and later transcribed. There may be the need for you to use your mobile phone to help to answer some of the questions in a Short Messaging Service (SMS) Text form. The assistance of the interpreter will be employed at your convenience. Thorough privacy will be ensured and no reference will be made to your identity. Any digital media coverage will be recorded in a manner to ensure your privacy. All the electronic data will be kept for at least 2 years for the purpose all required publications.

If there are any times that you do not feel comfortable either in having the researcher accompanying you or answering any questions, or do not understand what is being asked or how

particular observations will be used in the research, please let the researcher know and clarify any issues through the interpreter.

All questions are permitted and for any concerns or issues regarding the study please contact

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P.O.BOX 1
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Tel: 0244 573138

Dr Moses Aikins
University of Ghana
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Tel 0244 433743

If you have understood all the above translations and voluntarily agree to participate at no cost please make the following statement through the interpreter and thumbprint to indicate that:

“The content and purpose of the study has been read and translated to me and I have been assured of confidentiality of my responses. I have had the opportunity to ask questions. I agree to participate voluntarily in this study and give my consent to the publication of findings. I also grant permission that following recording methods to be used video recording and photograph(s) may be used. Any additional conditions for my participation in this research has been discussed and noted.”

Signature/Thumb print of participant _____

Date: _____

I, Sarah Van-Ess confirm that all clarifications have been made to the participant who has been given the opportunity to ask questions about the study, and all the questions asked by him/her have been answered correctly to the best of my ability. As a respondent, I have read and understood that the participation is void of intimidation and any act of involuntary nature. Total consent by the participant is voluntary.

Name of Researcher/Field Assistant _____

Signature _____ Date _____

Place of interview _____



**APPENDIX 3: INFORMED CONSENT FORM FOR RESPONDENTS IN THE IN-
DEPTH INTERVIEW**

Monitoring and Evaluation Tools for Sanitation: A Comparative Study of Mobile Phone and Traditional Paper Based Survey of Defecation Practices in the Ningo-Prampram District of Ghana

I am Sarah Van-Ess, a PhD student at the University of Ghana affiliated with the Dodowa Research Centre in the Ningo-Prampram District and this is my team. I am conducting a study about sanitation in your community. This study is on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

For the next 45 minutes, I would like to ask you to contribute to the study by answering certain questions about your defecation practices. I would also like to say that some of the questions are sanitation related and may be embarrassing and may cause uneasiness. All efforts will be made to reduce any embarrassment and you can cease to participate in the study at any time. All information provided during participation in the study will be kept confidential and none of the personal information obtained which could identify you will be used in any report. There will be no cost to you for participation and your participation is entirely voluntary.

You will not be paid any money or receive any payment before, during, or after the study. Your participation in the study, will contribute to efforts for more reliable, dependable and continuous sanitation data collection and generation relating to improving health in the community and the information will help in planning future sanitation projects. Study results and findings may be shared with and used by your community as a whole, other researchers, health staff, local government officials, and other stakeholders at the district, national and international levels and may be published in internationally.

This study will use non-participatory observation of the surrounding environment requiring the researcher to observe their surroundings as people go about their normal activities in order to gather data. You will clearly need to understand that if you agree to participate, the researcher will observe you and may take photographs and make audio and videos recordings with your permission. These observations made by the researcher may be recorded as field notes, recorded on a digital recorder and later transcribed. There may be the need for you to use your mobile phone to answer some of the questions in a Short Messaging Service (SMS) Text form. Thorough privacy will be ensured and no reference will be made to your identity. Any digital media coverage will be recorded in a manner to ensure your privacy. All the electronic data will be kept for at least 2 years for the purpose all required publications.

If there are any times that you do not feel comfortable either in having the researcher accompanying you or answering any questions, or do not understand what is being asked or how particular observations will be used in the research, please let the researcher know and clarify any issues.

All questions are permitted and for any concerns or issues regarding the study please contact

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“The content and purpose of the study has been read to me and I have been assured of confidentiality of my responses. I have had the opportunity to ask questions. I agree to participate voluntarily in this study and give my consent to the publication of findings. I also grant permission that following recording methods to be used video recording and photograph(s) may be used. Any additional conditions for my participation in this research has been discussed and noted.”

Signature/Thumb print of participant _____

Date: _____

I, Sarah Van-Ess confirm that all clarifications have been made to the participant who has been given the opportunity to ask questions about the study, and all the questions asked by him/her have been answered correctly to the best of my ability. As a respondent, I have read and understood that the participation is void of intimidation and any act of involuntary nature. Total consent by the participant is voluntary.

Name of Researcher/Field Assistant _____

Signature _____ Date _____

Place of interview _____



APPENDIX 4: INFORMED CONSENT FORM FOR RESPONDENTS IN THE FOCUS

GROUP DISCUSSIONS

Monitoring and Evaluation Tools for Sanitation: A Comparative Study of Mobile Phone and Traditional Paper Based Survey of Defecation Practices in the Ningo-Prampram District of Ghana

I am Sarah Van-Ess, a PhD student at the University of Ghana affiliated with the Dodowa Research Centre in the Ningo-Prampram District and this is my team. I am conducting a study about sanitation in your community. This study is on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

For the next 45 minutes, I would like to ask you to contribute to the study by answering certain questions about your defecation practices. I would also like to say that some of the questions are sanitation related and may be embarrassing and may cause uneasiness. All efforts will be made to reduce any embarrassment and you can cease to participate in the study at any time. All information provided during participation in the study will be kept confidential and none of the personal information obtained which could identify you will be used in any report. There will be no cost to you for participation and your participation is entirely voluntary.

You will not be paid any money or receive any payment before, during, or after the study. Your participation in the study, will contribute to efforts for more reliable, dependable and continuous sanitation data collection and generation relating to improving health in the community and the information will help in planning future sanitation projects. Study results and findings may be shared with and used by your community as a whole, other researchers, health staff, local government officials, and other stakeholders at the district, national and international levels and may be published in internationally.

This study will use non-participatory observation of the surrounding environment requiring the researcher to observe their surroundings as people go about their normal activities in order to gather data. You will clearly need to understand that if you agree to participate, the researcher will observe you and may take photographs and make audio and videos recordings with your permission. These observations made by the researcher may be recorded as field notes, recorded on a digital recorder and later transcribed. There may be the need for you to use your mobile phone to answer some of the questions in a Short Messaging Service (SMS) Text form. Thorough privacy will be ensured and no reference will be made to your identity. Any digital media coverage will be recorded in a manner to ensure your privacy. All the electronic data will be kept for at least 2 years for the purpose all required publications.

If there are any times that you do not feel comfortable either in having the researcher accompanying you or answering any questions, or do not understand what is being asked or how particular observations will be used in the research, please let the researcher know and clarify any issues.

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“The content and purpose of the study has been read to me and I have been assured of confidentiality of my responses. I have had the opportunity to ask questions. I agree to participate voluntarily in this study and give my consent to the publication of findings. I also grant permission that following recording methods to be used video recording and photograph(s) may be used. Any additional conditions for my participation in this research has been discussed and noted.”

Signature/Thumb print of participant _____

Date: _____

I, Sarah Van-Ess confirm that all clarifications have been made to the participant who has been given the opportunity to ask questions about the study, and all the questions asked by him/her have been answered correctly to the best of my ability. As a respondent, I have read and understood that the participation is void of intimidation and any act of involuntary nature. Total consent by the participant is voluntary.

Name of Researcher/Field Assistant _____

Signature _____ Date _____

Place of interview _____



APPENDIX 5: STRUCTURED QUESTIONNAIRE FOR THE MOBILE PHONE

SURVEY TOOL

Thank you for joining this study. My name is Sarah Van-Ess. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the study, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.

.....

Code

Interview Date (dd/mm/yyyy)

Household ID

Participant's Unique ID

.....

Q1. What is your age?

A. 18-29 B. 30-39 C. 40-49 D. 50 and Older

Q2. What is your Sex?

A. Male B. Female

Q3. Where did you last go to toilet?

A. Beach

B. Bush

C. Public KVIP D

D. Shared House Toilet

E. Private Toilet

F. Other

Q4. During your last toilet did you use a plastic bag?

A. Yes B. No C. Do not Remember

Q5. After your last toilet, did you wash your hands with soap?

A. Yes B. No C. Do not Remember



APPENDIX 6: STRUCTURED QUESTIONNAIRE FOR THE PAPER SURVEY TOOL

Thank you for joining this study. My name is Sarah Van-Ess. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the study, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.

.....

Code

Interview Date (dd/mm/yyyy)

Household ID

Participant's Unique ID

.....

Q1. What is your age?

A. 18-29 B. 30-39 C. 40-49 D. 50 and Older

Q2. What is your Sex?

A. Male B. Female

Q3. Where did you last go to toilet?

A. Beach

B. Bush

C. Public KVIP D

D. Shared House Toilet

E. Private Toilet

F. Other

Q4. During your last toilet did you use a plastic bag?

A. Yes B. No C. Do not Remember
Q5. After your last toilet, did you wash your hands with soap?

A. Yes B. No C. Do not Remember



APPENDIX 7: STRUCTURED QUESTIONNAIRE FOR NON-RESPONSE

Thank you for joining this study. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the study, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.

.....

Code

Interview Date (dd/mm/yyyy)

Household ID

Participant's Unique ID

.....

Q1. What is your age?

A. 18-29 B. 30-39 C. 40-49 D. 50 and Older

Q2. What is your Sex?

A. Male B. Female

Q3. In your opinion, are there reasons why you could not respond to the mobile phone survey tools?

A. Yes B. No C. Do not Remember

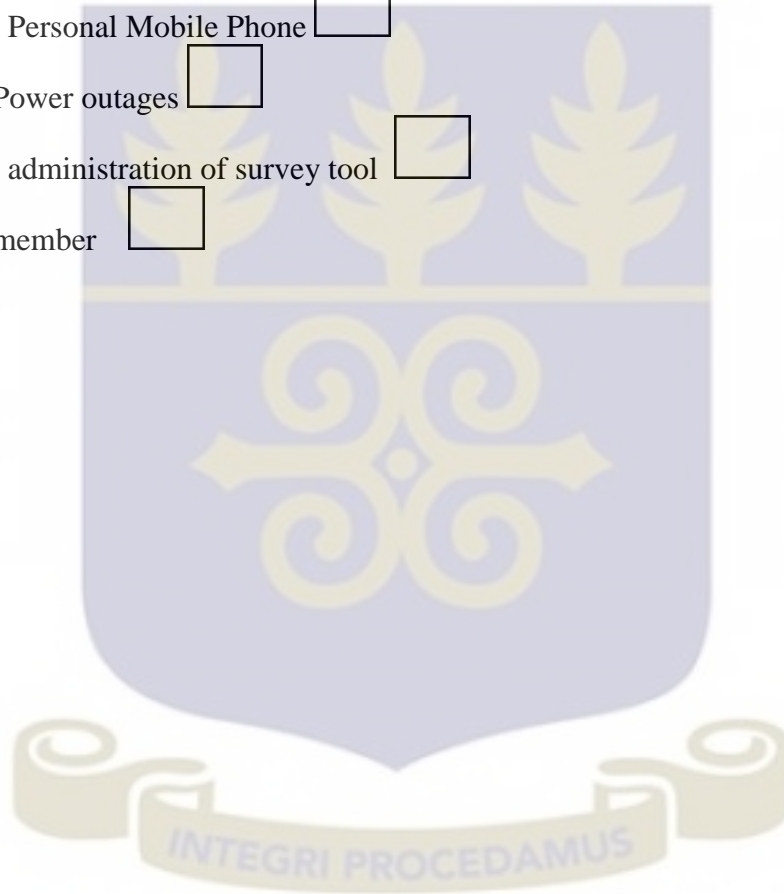
Q4. Could please indicate which of these options best support your non-response to the mobile phone survey?

A. Difficulty in the use of the survey tool

B. Issues of Privacy

C. Issues of Confidentiality

- D. Issues of Convenience
- E. Issues of Network Availability
- F. Issues of Literacy
- G. Issues of Mobile Phone Credit
- H. Issues of poor communication from field workers
- I. Issues of Personal Mobile Phone
- J. Issues of Power outages
- K. Issues of administration of survey tool
- L. Do not remember



APPENDIX 8: STRUCTURED QUESTIONNAIRE FOR BOTH MOBILE PHONE AND PAPER SURVEY TOOLS ON ACCEPTABILITY, PRIVACY AND EASE OF USE

Structured Questionnaire (after the study) for youth, aged, women, men, literate and illiterate respondents in both the mobile phone survey and traditional paper based survey tool groups.

Thank you for joining this study. My name is Sarah Van-Ess. In about 45 minutes we want to find what your choices in terms your opinion of the use of the mobile phone as a monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will be confidential. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be used to inform any district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the study, please sign or thumbprint this (consent form) document for me. You are all encouraged to participate in the discussion.

| | Questions | Response |
|----|---|--------------------------|
| | Respondents ID | <input type="text"/> |
| | Demographic Information | |
| 1. | Age in years (above 18 years) | <input type="text"/> |
| 2. | Sex 1. Male 2. Female | <input type="checkbox"/> |
| 3. | Education Level 1. Tertiary 2. Secondary 3. Primary 4. None | <input type="checkbox"/> |
| | Acceptability | |
| 4. | In your opinion, the mobile phone was more acceptable for collecting data on defecation practices than the paper tool. 1. Strongly disagree 2. Disagree | <input type="checkbox"/> |

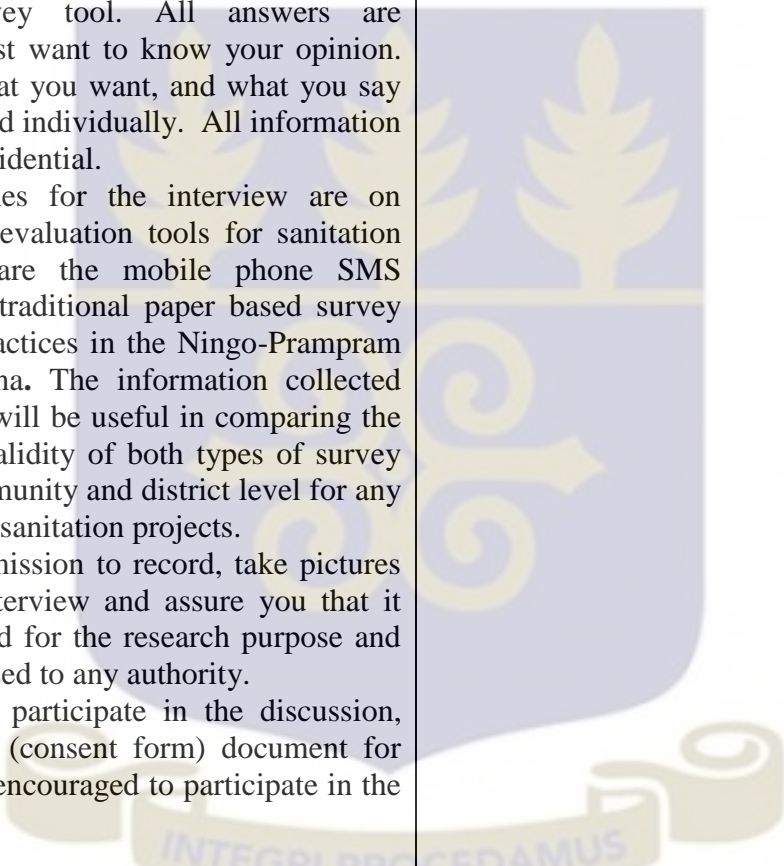
| | answer in question 6 above? (Choose all that apply) | Yes | No | Unsure |
|----|---|--------------------------|--------------------------|--------------------------|
| | <ol style="list-style-type: none"> 1. Privacy 2. Confidentiality 3. Convenience 4. Mobile connectivity 5. Literacy 6. Shortage of mobile phone credit 7. Forgetfulness 8. Sharing of personal mobile phone 9. Inability to charge mobile phones 10. Internet connectivity 11. Other, please specify 12. Do not know | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Privacy | | | |
| 8. | <p>The mobile phone method of data collection provides privacy for discussions on issues of your defecation practices than the paper method.</p> <ol style="list-style-type: none"> 1. Strongly disagree 2. Disagree 3. Unsure 4. Agree 5. Strongly agree | | <input type="checkbox"/> | |
| 9. | <p>Could please indicate which of these options supports your answer in question 8 above? (Choose all that apply)</p> <ol style="list-style-type: none"> 1. Embarrassing subject 2. Culturally unacceptable / Taboo subject | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------|--|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| | <ol style="list-style-type: none"> 3. Uncomfortable to discuss with unfamiliar persons 4. “Private affair “ subject 5. Shyness 6. Difficult to discuss subject with opposite sex 7. Tired of defecation practice surveys 8. Other, please specify 9. Do not know | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. | <p>In your opinion, you are willing to discuss issues of your defecation practices with anyone.</p> <ol style="list-style-type: none"> 1. Strongly disagree 2. Disagree 3. Unsure 4. Agree 5. Strongly agree | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. | <p>Could please indicate which of these options supports your answer in question 10 above? (Choose all that apply)</p> <ol style="list-style-type: none"> 1. To improve sanitation in the community 2. To talk about challenges of sanitation 3. Embarrassing subject 4. Culturally unacceptable / Taboo subject 5. Uncomfortable to discuss with unfamiliar persons 6. “Private affair “ subject 7. Shyness 8. Difficult to discuss subject with opposite sex 9. Tired of defecation surveys 10. Other, please specify 11. Do not know | <table border="0"> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| 12. | <p>In your opinion, which time would you prefer to discuss issues of your defecation practices?</p> <ol style="list-style-type: none"> 1. Morning 2. Afternoon 3. Evening 4. Anytime 5. Do not know | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13. | <p>Could please indicate which of these options supports your answer in question 12 above? (Choose all that apply)</p> <ol style="list-style-type: none"> 1. Privacy 2. Confidentiality 3. Convenience 4. Mobile connectivity 5. Literacy 6. Shortage of mobile phone credit 7. Sharing of personal mobile phone 8. Ability to charge mobile phones 9. Other, please specify 10. Do not know | <table border="0"> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| <p>Thank you for your time.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

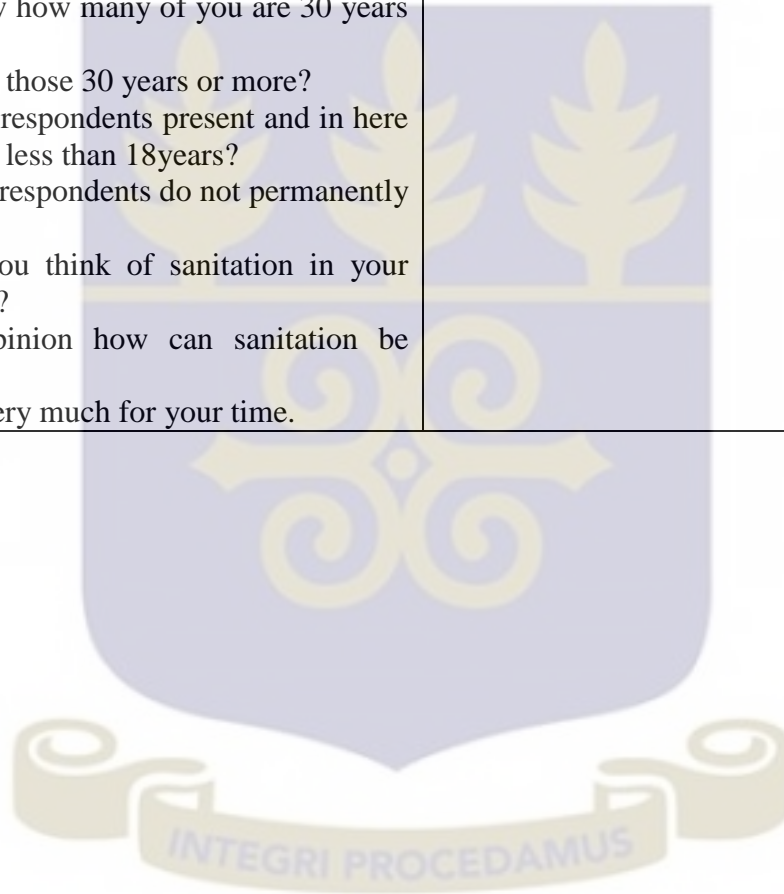
APPENDIX 9: FOCUS GROUP DISCUSSION GUIDE BEFORE STUDY

Focus Group Discussion Guide (prior to the study) for Youth, Aged, Women and Men in both the mobile phone survey and traditional paper based survey tool groups.

| Focus Group Discussion with Community members. | Interviewer Instructions |
|---|--|
| <p>Thank you for joining this discussion. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.</p> <p>The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.</p> <p>I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.</p> <p>If you agree to participate in the discussion, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.</p> | <p>Introduction (To explain objectives and establish ground rules)</p>  |
| <p>Please tell us your name and something you like about yourself. I'll start. As I said, my name is Sarah Van-Ess, a student from Legon and this is my team. This discussion is voluntary and will not yield any monetary rewards. Please let me know if you do not wish to continue in the discussion.</p> | <p>Get respondents to introduce themselves and establish rapport</p> |
| <ol style="list-style-type: none"> 1. In your opinion, is the mobile phone useful or not? 2. Can you tell me some of its advantages and | <p>Probe to find out if more than 75%</p> |


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| <p>disadvantages?</p> <ol style="list-style-type: none"> 3. In your opinion, do about 75% of members of this community have mobile phones? Could please give reasons for your answer? 4. Presently in this discussion, how many of you have mobile phones? May I please see your hands up if you do? 5. If yes, which groups of people often use their mobile phones regularly at all times of the day? Please explain your answer. 6. What are some of the issues with constant and regular use of your mobile phones? 7. Are there some times and situations when you are not able to use these mobile phone? Could you please further elaborate on your answer? 8. What do you think about network availability in your community? 9. Which network is common in your opinion? Please explain your answer with examples. 10. In your own opinion, to what extent are you able to use the mobile phone which you own? Please explain your answer. 11. How often do you use your mobile phone to send SMS texts? 12. If not, why? 13. How often do you receive SMS texts on your phone? 14. If never, could you please explain your answer? 15. I would need a volunteer to demonstrate this. 16. What specific types of mobile phones do you own? Could you name them? 17. What specific times do you use your mobile phones in the course of the day? 18. Do you enjoy using your mobile phone? 19. If I need you to send me an SMS text message, will you be able to do so? 20. To what extent are you still willing to send me a text if it is about your choice of facility the last time you defecated? 21. What about at all times during the day, whether you are home or not? | <p>of respondents have at least one mobile phone.</p> <p>Probe to know about regular network availability and the most common</p> <p>Probe to find out if respondents can read, send and receive SMS text messages.</p> <p>About three respondents will demonstrate the SMS text messaging process and others will be asked to comment, until there is the certainty that they all know what they are talking about.</p> |
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22. Will you all be willing to give genuine answers just as on a paper survey?
 23. To what extent are you willing to use your mobile phone to answer survey questions on defecation through an SMS text?
 24. What are some of the problem you think this SMS exercise could have?
 25. How many of you have ever participated in such an exercise?
 26. If yes, when and where was this?
 27. May I know how many of you are 30 years or less?
 28. What about those 30 years or more?
 29. How many respondents present and in here with us, are less than 18years?
 30. How many respondents do not permanently live here?
 31. What do you think of sanitation in your community?
 32. In your opinion how can sanitation be improved?
- Thank you very much for your time.

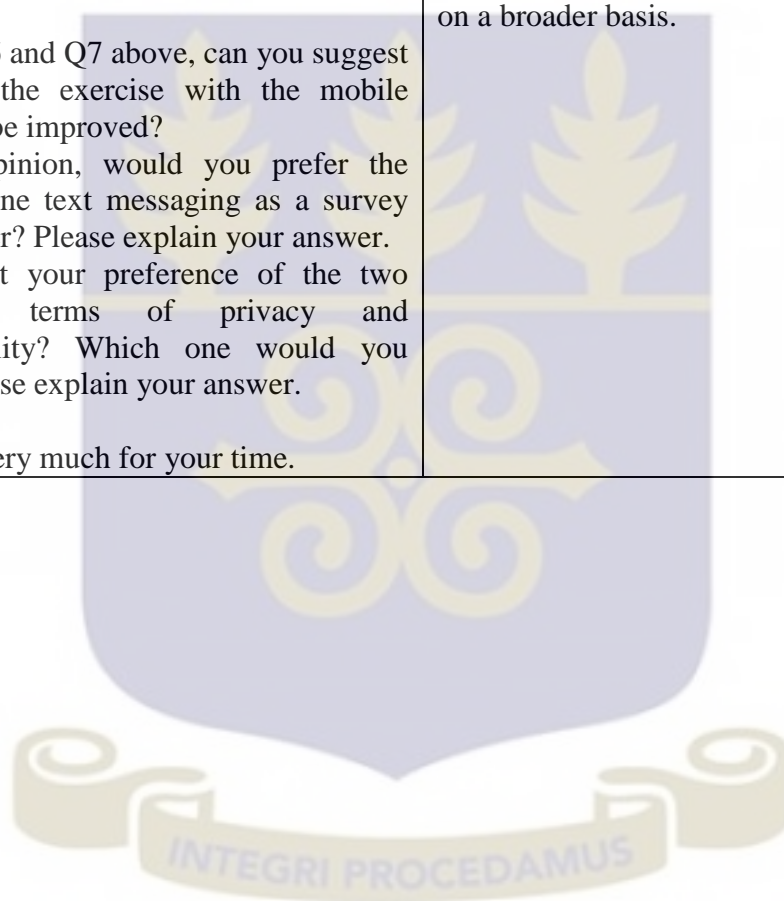


APPENDIX 10: FOCUS GROUP DISCUSSION GUIDE AFTER STUDY

Focus Group Discussion Guide (after the study) for Youth, Aged, Women and Men in the mobile phone group only.

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| <p>Focus Group Discussion with Community members.</p> | <p>Interviewer Instructions</p> |
| <p>Thank you for joining this discussion. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.</p> <p>The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.</p> <p>I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.</p> <p>If you agree to participate in the discussion, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.</p> | <p>Introduction (To explain objectives and establish ground rules)</p>  |
| <p>Please tell us your name Please let me know if you do not wish to continue in the discussion.</p> | <p>Get respondents to introduce themselves and establish rapport</p> |
| <ol style="list-style-type: none"> 1. In your opinion, has the mobile phone useful or not as compared to the traditional paper based one? 2. In your opinion, were there any challenges during the study? 3. Can you tell me some of these challenges and elaborate on them? 4. What about the benefits of the mobile phone as a survey tool? Please explain your answer. | <p>Probe to find out the types of challenges.</p> |

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| <p>5. Do you think the mobile phone as a survey tool in determining defeaction practices should be encouraged regularly at all times of the day? Please explain your answer.</p> <p>6. In your opinion do you think the exercise should be repeated in the following year? Please give reasons.</p> <p>7. If yes to Q6 above, do you think the exercise should be extended to other neighbouring communities? Please explain.</p> <p>8. If yes to Q6 and Q7 above, can you suggest any ways the exercise with the mobile phone can be improved?</p> <p>9. In your opinion, would you prefer the mobile phone text messaging as a survey tool to paper? Please explain your answer.</p> <p>10. What about your preference of the two tools in terms of privacy and confidentiality? Which one would you chose? Please explain your answer.</p> <p>Thank you very much for your time.</p> | <p>Probe to know the proportion that find the mobile phone usage a better option and compare to those who do not.</p> <p>Probe to know if the mobile phone use as a survey tool in the sanitation sector has a potential of being done on a broader basis.</p> |
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APPENDIX 11: INTERVIEW GUIDE

In-depth interview with Community traditional or Opinion Leaders.

Thank you for joining this discussion. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the discussion, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.

1. How does the community as a whole relate to the general issue of sanitation?
2. How long have you been in this community?
3. Which groups are mainly responsible for as far as sanitation in this community?
4. Who bears the responsibility of sanitation data collection in the community?
5. What about the district?
6. What are some of the issues concerning sanitation?
7. How often is the sanitation data generated in the district?
8. Can you explain how data is generated at the community level?
9. Are there certain agencies or groups to do this?
10. If yes, what are they and what are their roles?
11. How long have these agencies been in the community or district?
12. If yes, is it at the community or district level?
13. Are there any challenges with sanitation data generation at the community level?
14. Do these agencies share this community sanitation data?
15. If yes, with whom do they share with?
16. How often do you share this data?
17. What are some of the highlights of the sanitation data captured?
18. What is your general opinion of sanitation in your community?
19. Which type of sanitation facility is mostly available?
20. Which type is mostly used?
21. Do you have any suggestions to improve on sanitation data generation?

Thank you.

APPENDIX 12: INTERVIEW GUIDE

In-depth interview with District Officer- in- Charge of Sanitation or a Representative.

Thank you for joining this discussion. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.

The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone SMS technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.

If you agree to participate in the discussion, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.

1. Can you tell me what office you hold?
2. How does your office relate to sanitation in the community?
3. How long have you held this office?
4. Have you always worked in this community?
5. What about the Ningo-Prampram District, have you always worked here?
6. What are your main roles and responsibilities as far as sanitation is concerned?
7. Who bears the responsibility of sanitation data collection in the community?
8. What about the district?
9. Is there a Policy to guide sanitation data collection at both the community and district level?
10. May I see a copy if there is one here and how is it titled?
11. What are some of the issues concerning sanitation?
12. How often is the sanitation data generated in the district?
13. Can you explain how data is generated at the community level?
14. What about the district level?
15. Do you partner with certain agencies or groups to do this?
16. If yes, what are they and what are their roles?
17. How long have they been in the community or district?
18. If yes, is it at the community or district level?
19. Are there any challenges with sanitation data generation at the community level?
20. What about at the district level?
21. Do you have supervisors?
22. Who are they and where are they located?
23. What exactly is their role in terms of sanitation data generation?
24. What about the District Assembly, what is their role?
25. How often do you generate this sanitation data at both the community and district level?
26. Is it consistent with the Policy?

27. Do you use this community sanitation data?
28. How do you use it?
29. Do share this community sanitation data?
30. If yes, with whom do you share with?
31. How often do you share this data?
32. What are some of the highlights of the sanitation data captured?
33. What is your general opinion of sanitation in your community?
34. Which type of sanitation facility is mostly available?
35. Which type is mostly used?
36. Do you have any suggestions to improve on sanitation data generation?

Thank you.



APPENDIX 13: IN-DEPTH INTERVIEW GUIDE AFTER STUDY FOR NON-RESPONSE

In-depth Interview Guide (after the study) in the mobile phone cohort who did not respond to the SMS text during the sanitation survey.

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| <p>In-depth Interview Discussions with Community members who did not respond fully to SMS texts.</p> | <p>Interviewer Instructions</p> |
| <p>Thank you for granting this discussion. My name is Sarah. In about 45 minutes we want to find what your choices in terms your opinion of the use of the Mobile phone as a Monitoring and evaluation survey tool and why there were non-responses. All answers are welcome; we just want to know your opinion. You can say what you want, and what you say will not be quoted individually. All information will be kept confidential.</p> <p>The main themes for the interview are on monitoring and evaluation tools for sanitation and will compare the mobile phone technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in finding out why there was a non-response.</p> <p>I seek your permission to record, take pictures or video this interview and assure you that it will only be used for the research purpose and will not be released to any authority.</p> <p>If you agree to participate in the discussion, please sign this (consent form) document for me. You are all encouraged to participate in the discussion.</p> | <p>Introduction (To explain objectives and establish ground rules)</p> |
| <p>Please tell us your name Please let me know if you do not wish to continue in the discussion.</p> | <p>Get respondents to introduce themselves and establish rapport</p> |
| <p>1. In your opinion, has the Prampram community been involved in survey exercises in</p> | |

| | |
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| <p>the past?</p> <ul style="list-style-type: none"> a. If yes <ul style="list-style-type: none"> i. what kinds of survey questions have you been asked? ii. How was the survey administered? iii. How do you feel participating in these surveys? iv. Are there topics that you think are important to survey the community about? What topics are important? Why? <p>2a. Can you please tell me your mobile phone number?</p> <p>b. Could you please tell me if you have had any education?</p> <p>c. If answer is no to QU 2b, may I please know if this is the reason for non-response.</p> <p>d. If yes, may I please know your highest level of education?</p> <p>e. There has recently been a testing of new ways of delivering surveys to community residents. One of these ways is to delivery short surveys via SMS to mobile phones. You were randomly selected to receive these SMS a few times a year as part of our test.</p> <p>f. In your opinion, do you recall receiving any SMS questions about your toilet practices?</p> <p>g. May I please know what you thought when you first received the SMS?</p> <p>h. Could you please share whether it clear to you who the SMS was coming from?</p> <p>i. Was it clear to you why you were receiving the survey? Could you please explain your answer?</p> | <p>Probe to find out their overall position with regards to surveying. Do they feel positively or negatively about the practice?</p> <p>Probe to find out the mobile phone number of the non-responder to make sure it is exactly the one on file to exclude the possibility that the SMS survey went to another phone/person.</p> <p>Probe for a check on literacy. If the person cannot read then it may be wise not to ask additional questions, but simply probe if this is the reason for non-response</p> |
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j. In your opinion, was it clear to you what the SMS was about? If yes, what do you think the SMS survey was about? Could you please explain your answer?

k. If no, could you please discuss why was not it clear?

l. Did you receive any information about the SMS survey before it arrived on your phone?

m. We are interested in knowing why some people decide not to reply fully to the SMS survey, but did so partially. Would you mind sharing with me the reasons why you did not fully reply to the SMS survey questions?

3. Do you ever share your phone with others in the household? Is it possible that another person had the phone when the SMS survey was sent to you?

a. Do you ever run out of credits before having the opportunity to recharge?

b. If yes to QU 3a above, how often does this happen?

c. Does your battery ever fall before you can recharge it?

d. If yes to QU 3c above, how often does this happen?

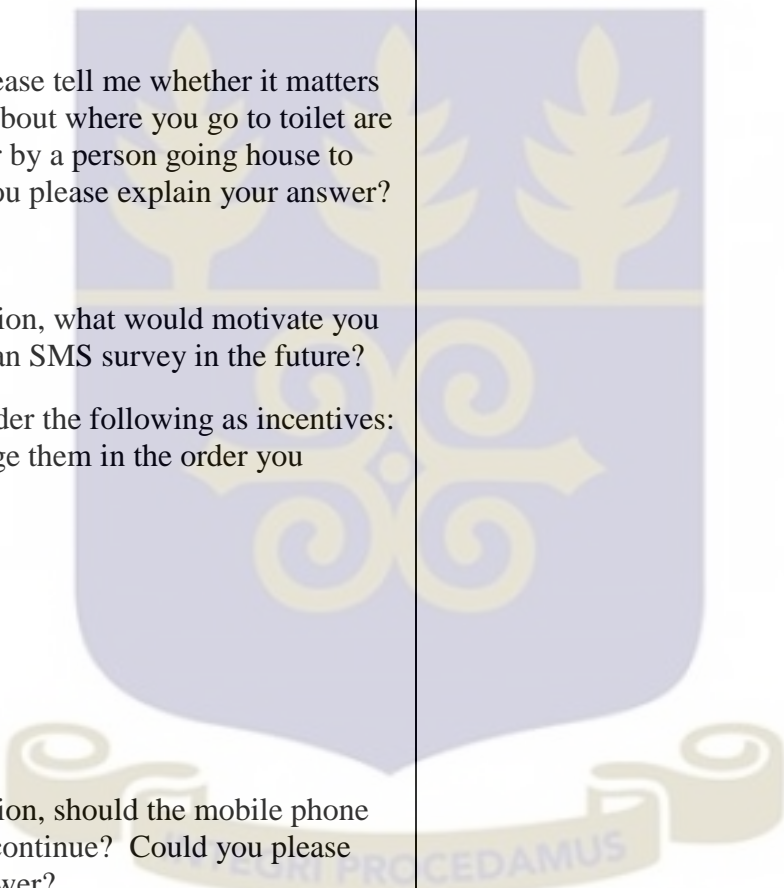
e. Have you had any issues or challenges in phone ownership in recent months?

f. If yes to QU 3e above, when was this?

g. Do you ever change phone numbers or switch networks as in “porting”?

h. Do you receive lots of SMS advertisements? What do you think about these?

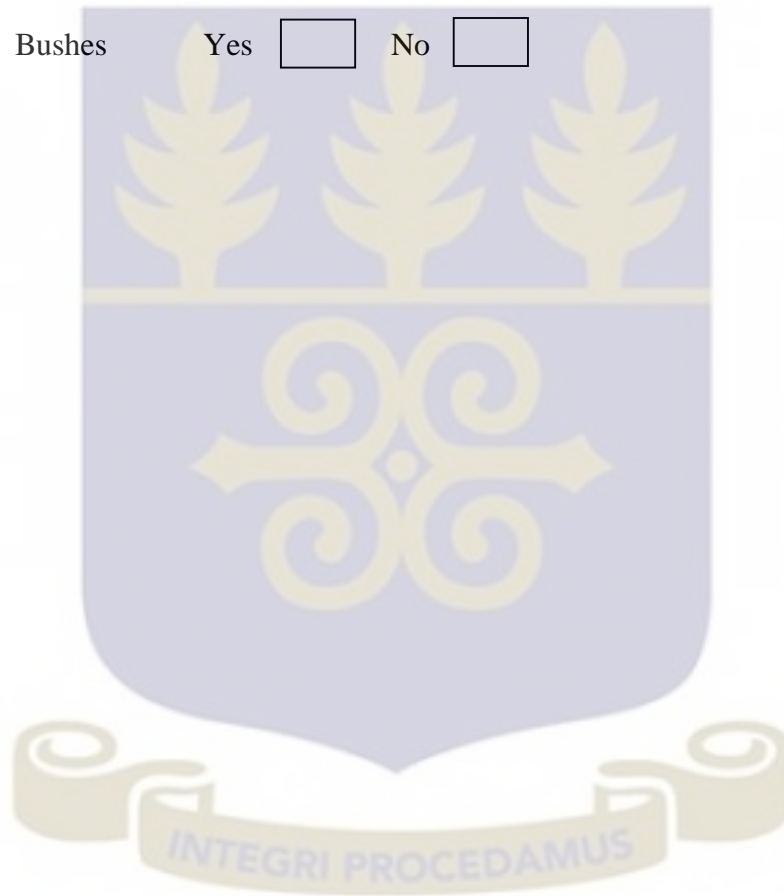
i. Are you ever without phone network

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| <p>coverage?</p> <p>j. If yes to QU 3i above, could you please tell me when this happened?</p> <p>k. In your opinion, how do you feel about being asked questions about going to the toilet?</p> <p>l. In your opinion, do you think sanitation surveys are important in the Prampram community?</p> <p>m. Could you please tell me whether it matters if the questions about where you go to toilet are asked by SMS or by a person going house to house? Could you please explain your answer?</p> <p>4. In your opinion, what would motivate you to participate in an SMS survey in the future?</p> <p>a. Please consider the following as incentives: Could you arrange them in the order you prefer?</p> <p>i. Phone Credits</p> <p>ii. Money</p> <p>iii. Soap</p> <p>b. In your opinion, should the mobile phone SMS surveying continue? Could you please explain your answer?</p> <p>c. Could you please share how would you improve the SMS survey in the future?</p> <p>Thank you very much for your time.</p> |  |
|---|---|

APPENDIX 14: OBSERVATIONAL CHECKLIST

Evidence of Open Defecation around:

- a. Houses Yes No
- b. Public toilets Yes No
- c. Beaches Yes No
- d. Bushes Yes No



APPENDIX 15: LETTER TO STAKEHOLDERS

Letter to District/National Sanitation Officers and Stakeholders such as Officials of Ghana Statistical Service, Demographic Health Survey and Community Water and Sanitation and Environmental Health Departments.

Dear Sir/Madam,

I am a student of the School of Public Health, Legon, pursuing a PhD Public health degree. As part of the program, I am undertaking a study on Mobile Phone Technology as a Monitoring and Evaluation tool In Ghana's Sanitation Sector.

This study is on monitoring and evaluation survey tools for sanitation and will compare the mobile phone technology and traditional paper based survey of defecation practices in the Ningo-Prampram District of Ghana. The information collected from this study will be useful in comparing the reliability and validity of both types of survey tools at the community and district level for any future water and sanitation projects.

The study seeks to compare evaluate the reliability of Mobile Technology in addressing continuous data sanitation data generation challenges at the community level. I would be grateful if assistance is granted for the exercise.

Thank you.

Yours sincerely,

Mrs. Sarah Effuwah Van-Ess.




APPENDIX 16: ETHICAL CLEARANCE FROM THE GHANA HEALTH SERVICE

GHANA HEALTH SERVICE ETHICAL REVIEW COMMITTEE

In case of reply the number and date of this Letter should be quoted.

My Ref. :GHS-ERC: 3
Your Ref. No.


Your Health - Our Concern

Research & Development Division
Ghana Health Service
P. O. Box MB 190
Accra
Tel: +233-0302-681109
Fax + 233-0302-685424
Email: Hannah.Frimpong@ghsmail.org
September 17, 2012

SARA VAN BELLE, Principal Investigator
London School of Hygiene and Tropical Medicine
London

ETHICAL APPROVAL FOR IMPLEMENTATION OF AMMENDMENT TO APPROVED PROTOCOL
RE-Request for approval to change study sites
RE: Protocol Title: "Accountability in Sexual and reproductive health: the influence of INGOs on district decision-making in Ghana: ID NO: GHS-ERC: 08/05/2012"

Reference is made to your letter dated September 17, 2012, requesting permission to change originally approved study sites of the above-mentioned Protocol.

Please be informed that the Committee has reviewed the request and is satisfied with the explanation thereof concerning the selection of the study sites. We therefore wish to inform you that approval is hereby given for you to change the original study sites from "Ho Municipal District" to "South Tongu district, Volta Regio, and Ayawaso East, Accra."


This approval requires that you submit periodic review of the protocol to the Committee and a final full review to the Ethical Review Committee (ERC) on completion of the study. The ERC may observe or cause to be observed procedures and records of the study during and after implementation.

Please note that any modification of the project must be submitted to the ERC for review and approval before its implementation.

You are also required to report all serious adverse events related to this study to the ERC within seven days verbally and fourteen days in writing.

You are requested to submit a final report on the study to assure the ERC that the project was implemented as per approved protocol. You are also to inform the ERC and your mother organization before any publication of the research findings.

Please always quote the protocol identification number in all future correspondence in relation to this protocol

SIGNED.....

PROFESSOR FRED BINKA
(GHS-ERC CHAIRMAN)

Cc: The Director, Research & Development Division, Ghana Health Service, Accra


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APPENDIX 17: ETHICAL CLEARANCE FROM DODOWA HEALTH RESEARCH CENTRE

In case of reply the number and date of this letter should be quoted.

My Ref. : DHRC/IRB/12/01/

Your Ref. No.

GHANA HEALTH SERVICE

Your Health • Our Concern

Dodowa Health Research Centre
Ghana Health Service
P. O. Box DD1
Dodowa

Tel: +233-20-8420640
Email: hirene.tsey@gmail.com

9th November 2012

Sarah Van Ess
School of Public Health
University of Ghana

Dear Madam,

ETHICAL CLEARANCE

DHRC-IRB CPN14/09/12 revd.2012

Title of Protocol: Monitoring and Evaluation Tools for Sanitation: A comparative Study of Mobile Phone and Traditional Paper Based Survey of Defecation Practices in the Dangme West District of Ghana

Principal Investigator: Sarah Van Ess


Upon addressing the comments raised, the IRB has approved your proposal. Upon addressing the comments raised after the initial review on 9th October 2012 and subsequent reviews thereafter, the IRB has approved your proposal.

Please note that the final report must be submitted to the board at the completion of the study. Your research records may be audited at any time during or after the implementation.

Any modification of this research project must be submitted to DHRC-IRB for review and approval prior to implementation.

Please report all serious adverse events from this study to DHRC-IRB within seven days verbally and fourteen days in writing.

This certificate is valid till 9th October 2013. You are to submit annual reports for continuing review.

Signature of Chairperson: 

Dr. Evelyn Korkor Ansah
DHRC-IRB, Chairperson

Cc: Dr. Margaret Gyapong
Director, DHRC

APPENDIX 18: PUBLICATION: IS THE MOBILE PHONE TECHNOLOGY FEASIBLE FOR EFFECTIVE MONITORING OF DEFECATION PRACTICES IN GHANA? THE CASE OF A PERI-URBAN DISTRICT IN GHANA

