

Knowledge to lead



Governance in Urban Sanitation

e-Learning Course

COURSE SYLLABUS

ACKNOWLEDGEMENTS

The course *Governance in Urban Sanitation* is implemented by the United Nations Institute for Training and Research (UNITAR)¹. The contents of the modules are based on the original materials jointly developed by UNITAR and Capacity Building International, Germany (InWent)².

¹ www.unitar.org.

² InWent, www.inwent.org

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Course Presentation

The United Nations Institute for Training and Research (UNITAR) has developed the e-learning course *Governance in Urban Sanitation* to enhance the capacity of local decision-makers to make the most efficient and pro-poor choices and investments in urban sanitation. The course provides analytical tools to understand the financial and institutional framework of the sanitation sector, creating the ability to assess specific situations and make recommendations to design and implement financial and institutional reforms in the sector.

Course Goals and Outline

The course *Governance in Urban Sanitation* aims at enabling participants to identify the benefits of sanitation and analyze costs and financing of sanitation services, evaluating service provider options and estimating the benefits and limits of private sector participation in sanitation. It also aims at enabling participants to integrate accountability when structuring relationships and to examine the role of communities and microfinance organizations in extending sanitation services to the poor.

At the end of the course, participants will thus be able to recommend successful strategies and actions at the local level for reforms towards urban sanitation improvement.

The course consists of 4 modules:

- 💧 Module 1 - Introduction to Sanitation
- 💧 Module 2 - Economics, Pricing and Financing
- 💧 Module 3 - Institutional Aspects
- 💧 Module 4 - Sanitation and Poverty

Contents and Learning Objectives

	Content	Learning objectives At the end of the module, you will be able to:
Module 1 Introduction to sanitation	<ul style="list-style-type: none"> • Definitions and concepts • Sector global context and challenges • International commitments • Importance and benefits of sanitation; • Obstacles to sanitation improvement • Steps to overcome obstacles to sanitation improvement • Specific critical issues related to sanitation 	<ul style="list-style-type: none"> • Define main sanitation concepts • Demonstrate an understanding of sector global context and challenges • Identify benefits of sanitation • Indicate strategies for sanitation improvement
Module 2 Economics, Pricing and Financing	<ul style="list-style-type: none"> • Challenges of pricing and financing the sanitation sector • Costs and sources of funds for sanitation • Financing issues • Possible actions at the local level 	<ul style="list-style-type: none"> • Explain the issues pertaining to pricing and financing of sanitation services • Recommend actions at the local level to improve financing of sanitation services and cover the financing gaps
Module 3 Institutional aspects	<ul style="list-style-type: none"> • Introduction to institutional aspects of the sanitation sector • Governance deficiencies in sanitation • Analytical framework • Structuring relationships in the service delivery triangle (SDT) • Moving towards good governance in the sanitation sector 	<ul style="list-style-type: none"> • Describe the basic concepts and principles underlying institutional aspects of sanitation • Evaluate service provider options • Determine the benefits and limits of PSP in sanitation • Integrate accountability when structuring relationships • Recommend actions for institutional reforms
Module 4 Sanitation and Poverty	<ul style="list-style-type: none"> • Extent of urban poverty and its relation with sanitation • Providing sanitation in slums • Financing sanitation improvements in poor communities • Working with community-based organizations 	<ul style="list-style-type: none"> • Analyze the conditions and most common problems faced by poor communities in relation to sanitation • Point specific challenges arising when extending sanitation services to the urban poor • Describe the role of microfinance institutions and community-based organizations (CBO) in extending sanitation services to the urban poor • Recommend specific strategies to bring sanitation services to the urban poor

Methodology

The learning activities in the course *Governance in Urban Sanitation* are distributed in such a way to ensure the achievement of the learning objectives in a very flexible manner. Indeed, the learning materials can be followed in a non-linear way so as to provide you with a high degree of flexibility in choosing both the learning path and pace that are the most adequate to you.

A self assessment quiz is available for you to self analyze your level of knowledge, making you able to decide the way you will approach the learning materials. During and after the learning phase, you can move to the assessment activities to ensure you appropriately captured the course substance. Through the module-based tests, your basic comprehension of the course content will be evaluated. The case study and the peer-to-peer review are practical tools, as they are intended to appraise you capacity to apply the acquired knowledge to real world situations.

Hence, after the learning and assessment phase, you will be able to recommend successful strategies and actions towards urban sanitation improvement, the paramount goal of the course.

Completion Requirements

The completion of the following assessment activities is **absolutely mandatory**:

- Four Evaluation Tests,
- A Case Study,
- A Peer-to-Peer Review exercise.

Grading Policy

The above-mentioned assessment activities will account for the final grade as follows:

- Each of the four evaluation tests accounts for 10% of the final grade. The addition of the grades obtained for each of these tests consequently accounts for 40% of the final grade.
- Results obtained for the case study account for 40% of the final grade.
- The peer-to-peer review results account for 20% of the final grade.

Successful completion of the course, entitling to a certificate of completion, requires participants to achieve a minimum total score of 80%

Study Planning

Over the duration of the course (25 May – 17 July), your workload is estimated to be about 5 hours per week. This includes study time (about 3 hours/week) and participation in collaborative activities (about 2 hours/week).

The following study planning indicates when each course item starts and ends, and whether it is mandatory or not.


	Mandatory	Opening	Deadline	Number of Weeks
Learning Materials				
Interactive Course	Yes	25 May 2009	17 July 2009	8
Electronic Books - Module 1 - Module 2 - Module 3 - Module 4	No, but highly advisable	25 May 2009	17 July 2009	8
Publication “Governance in Urban Sanitation”	No, but recommended	25 May 2009	17 July 2009	8
Glossary of Terms Glossary of Acronyms	No	25 May 2009	17 July 2009	8
Cybrary	No	25 May 2009	17 July 2009	8
Assessment Activities				
Self-Assessment Quiz	No, but recommended	25 May 2009	17 July 2009	8
Evaluation tests	Yes	27 May 2009	8 July 2009	6
Case Study	Yes	27 May 2009	28 June 2009	5
Peer-to-Peer Review	Yes	30 June 2009	12 July 2009	2
Social Activity				
Forum	No, but highly recommended	25 May 2009	17 July 2009	8

Learning Materials

Learning materials are provided in three different ways. Part of this material is for compulsory study to enable you to adequately acquire the knowledge expected, thus performing the learning activities required in the assessments. Additionally you have other materials provided, which are recommended readings.

Your learning materials are organized as follows:

1. The Interactive Course: Governance in Urban Sanitation





 Interactive Course: Governance in Urban Sanitation

The interactive course is the core mandatory learning activity. Each module under the interactive lesson is intended for participants with basic knowledge on the topic as well as for more advanced participants who wish to focus on the course key points. Indeed, it **focuses on the key elements of the course modules**.

Through a succession of screens displaying fundamental messages, you can open clickable windows for further developed explanations. The interactive course includes non graded quiz questions (true or false, drag-and-drop, cloze, matching and multiple choice questions). These exercises, dispatched throughout the different modules, allow you to assess your overall understanding of the course while you are progressing.

2. The e-Books

The electronic books (e-books) are a comprehensive presentation of the contents of the subject "Governance in Urban Sanitation. **Each "e-book" provides an integral content**, corresponding to each one of the four modules of the course.

-  Module 1 - Introduction to Sanitation
-  Module 2 - Economics, Pricing and Financing
-  Module 3 - Institutional Aspects
-  Module 4 - Sanitation and Poverty

Each e-book is divided in chapters and sections. Navigating through them is as simple as turning the pages of a hard book. This can easily be done through a table of content. Several additional resources are provided throughout the content of the e-books, for example links to glossaries of terms and acronyms, links to relevant documents available on Cybrary (cyber-library), and relevant links to external websites.



The e-books are printable. You can either print the entire module or separate chapters, for offline reading.

3. The Publication “*Governance in Urban Sanitation*”





This publication organizes the contents of the four modules of the course “Governance in Urban Sanitation” in a **compiled format** for easy reference and study. Presented in PDF format it can be either used for online reading or saved on your hard disk.

The publication is posted in the section “Resources”, at the bottom of the course home page. It can also be found in the Cybrary.

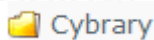
4. The Glossaries

You can access two glossaries: the Glossary of terms and the Glossary of acronyms. The Glossary of terms provides definitions of relevant course-related terms. The Glossary of acronyms details the meaning of the acronyms mentioned throughout the course.

 [Glossary of Terms](#)

 [Glossary of Acronyms](#)

5. The Cybrary



The Cybrary (cyber library) contains many additional resources, of which a large number of the source documents cited in the e-books. Documents from the Cybrary can be read online or saved on your hard disk.

Assessment Activities

1. The Self-Assessment Quiz

The Self-Assessment Quiz (true or false, cloze, matching and multiple choice questions) gathers the questions of the interactive lessons under a unique quiz test. It can reveal itself a very useful training tool as you can attempt it as many times as you want. Thus, it allows you to evaluate your progress attempt after attempt throughout the duration of the course. You can for instance take the quiz at the very beginning of the course to know the specific issues you should particularly focus on.

After you submit your answers, you are provided with automatic feedback and links to relevant chapters of the e-books. You also know your percentage of good answers for each quiz attempt and can access the records of your previous attempts.

2. The Evaluation Tests

Four mandatory tests, corresponding to each one of the four modules of the course, are established to evaluate your comprehension of the course content. Each test contains between

4 and 7 open questions requiring you to provide short answers (depending on questions, between 50 and 350 words).

You can attempt each evaluation test only once. However, for comfort reasons, you will have the possibility to complete each test over several openings. You will be provided with further online explanations when the module-based tests will be open.

3. The Case Study

The case study will allow you to use the knowledge you acquired in the framework of a practical exercise. The basis of the case study scenario will be the concrete situation your municipality/region faces as regards sanitation. You will have to describe this situation in detail and to answer precise questions on possible actions to improve sanitation conditions.

4. The Peer-to-Peer Review

This innovative activity provides an ideal breeding ground for the development of discussions and knowledge sharing communities. Indeed, you will have to evaluate each other's case study in the framework of specific forums. All participants will be dispatched in groups. Each group will assess a different case study, but participants from the same group will assess the same case study.

Within these specific group forums, you will have to post your evaluation of another participant's case study. As soon as you will do so, you will see evaluations of the same case study posted by other participants from your group. You will then have the opportunity to initiate discussions on the basis of the case study you will have reviewed.

You will not give a grade to the case study from another participant when reviewing it. Instead, the tutor will comment and give a grade to each participant on the basis of his/her review of another participant's case study.

Social Activities

You can access user-friendly forums to discuss topics initiated by the course tutor. You are also more than welcome to initiate new discussion topics yourself, as far as they are relevant to the course. All forums will be moderated by the course tutor.

The peer-to-peer review, such as detailed above, promises to be a highly social activity through which you will be able to confront your arguments with those of other participants *via* specific forum discussions.

Course Tutors



Mr. Lukman Y. Salifu, MSc (Eng.), BSc. (Hons)

Lukman Salifu is the CEO of WasteCare Associates, a private firm providing consultancy and advisory services to local authorities, ministries and agencies.

Lukman has a BSc. in Civil Engineering from the Kwame Nkrumah University of Science and Technology (KNUST), Kumasi, Ghana, and obtained an MSc. degree in Tropical Public Health Engineering from the University of Leeds, UK in 1992. He is currently pursuing a PhD. in Environmental Sanitation at KNUST.

Lukman has great practical experience and has been involved in project management both as staff and consultant at local authority (municipality) and national levels in Ghana for more than 15 years. He has also been staff of the World Bank's Water and Sanitation Program (WSP-Africa) and worked extensively in a number of countries in Eastern and Southern Africa. He has contributed to the preparation of a number of technical documents and manuals including Landfill Guidelines and a Practical Guide to Strategic Environmental Assessment (SEA) in water and environmental sanitation sector.

In the past two years he has been involved in the formulation of a National Water Policy, Environmental Sanitation Policy and a National Environmental Sanitation Strategy and Action Plan (NESSAP) for Ghana.

As a course tutor, Lukman Salifu will regularly liaise with the course participants for any questions pertaining to the course contents.



Mr. Mazubane Cyprian

Mr. Mazubane Cyprian is employed by the Department of Water Affairs and Forestry of the Government of South Africa as Director of the Sanitation Implementation Support Unit, which develops sanitation policies, strategies, guidelines and other relevant tools to support municipalities in the implementation of a sustainable sanitation programme. Mr. Cyprian disseminates these policies and strategies to the sanitation sector so that all stakeholders can understand and implement them.

Mr. Cyprian monitors, evaluate and report on progress made in terms of backlog reduction or progress made; supports municipalities in terms of operation and maintenance of the facilities to ensure that the service is sustainable; ensures that there is adequate planning for sanitation taking into account the settlement types and different technologies that can be implemented depending on the settlement, soil conditions, affordability etc. He also supports municipalities

in all phases of programme management from projects identification, planning, implementation, operation and maintenance, monitoring, evaluation and reporting.

Mr. Cyprian has been working in the sanitation sector and development field for the past 25 years.

Technical Support and Coordination



Nicolas PLOUVIEZ

For any technical issue or coordination matter, you may contact Mr. Nicolas PLOUVIEZ at sanitation@unitar.org and Mr. David SAMA NGOH at sama.ngoh@unitar.org. They are both based in Geneva, Switzerland. Online support hours are GMT 8 am to 5 pm. Emails will be answered within 24 hours.



David SAMA NGOH

