

Template iWSSP Step 4 – Develop an improvement plan

In iWSSP step 3, the iWSSP team identified the highest-priority risks. In this iWSSP step the team defines additional control measures and develops an incremental improvement plan. This process helps ensure that funding and effort target the highest risks with greatest urgency.

An **improvement plan** is an overview addressing all significant risks requiring additional control measures, and contains:

- Hazardous event (what can go wrong) for which an additional control measure is needed
- Hazardous event number: unique number of the hazardous event
- Additional control measure: what specific action should be taken
- Who: person or organization responsible for the improvement
- Resources: estimated budget and time needed for the improvement
- Implementation date: when the improvement should be implemented
- Status: describe the implementation status, e.g. on hold, ongoing or finished

When defining additional control measures, the iWSSP team should:

- Make sure the control measures target the greatest health risks
- Emphasize incremental improvement over time (consider short-, medium- and long-term measures requiring different time frames and resources to implement)
- Use a multi-barrier approach (i.e. the use of more than one control measure as a barrier against any pathogen hazard)
- Consider different types of control measures: regulatory, technical, management and operational, behavior change
- Be aware that new control measures may sometimes introduce new risks that need to be addressed
- Define responsibility, time frame and resources needed for each control measure

EXAMPLES OF ADDITIONAL CONTROL MEASURES

- Licensing of emptying service providers (sanitation)
- Construction of, or improvements to, a faecal sludge treatment plant (sanitation)
- Developing standard operating procedures for operation and maintenance (sanitation and drinking water)
- Communication campaign to encourage correct use and maintenance of the toilet and drinking water supply (sanitation and drinking water)

Template iWSSP Improvement plan

Date: _____ Version: _____

Hazardous event which need further action	Hazardous event number	Additional control measure <i>What specific improvement action will be taken?</i>	Who <i>Person or organization responsible for the improvement</i>	Resources <i>Estimated budget / time required</i>	Implementation date <i>When should the improvement be implemented</i>	Implementation status <i>On hold/ ongoing/ finished</i>