

Indicator Reference Sheet Worked Example

October 2026

A made-up program. All names, places, organizations and figures are invented.

Indicator Index

Code	Indicator	Level	Sheet
OC-1	Percent of households with a handwashing station with water and soap	Outcome	1
IO-1	Number of people gaining access to a basic drinking water service	Immediate Outcome	2
IO-2	Percent of functional community water points at the time of a monitoring visit	Immediate Outcome	3

Sheet 1

Definition

Field	Entry
Indicator Code and Level	OC-1, Outcome
Indicator Title	Percent of households with a handwashing station with water and soap
Linked Result	Outcome 2: Households in program villages practice safe hygiene
Rationale	Safe hygiene is hard to see directly. A station with both water and soap in place at the visit is the clearest observable sign that handwashing is possible when it matters, and it is harder to overstate than a household's own account.
Definition	The share of households in program villages where the enumerator sees a handwashing station with both water and soap present at the time of the visit. The station must be within 10 steps of the latrine or in the cooking area.
Includes and Excludes	Includes: Any fixed or movable station (tippy tap, bucket with tap, basin on a stand) in a household that was visited and agreed to the observation. Excludes: Stations that have only water or only soap, stations in a public place such as a school or clinic, and households where no one was home (replaced by the next household on the list).
Unit and Direction	Percent; increase wanted
Calculation Formula	Households with an observed station with water and soap divided by households visited, times 100. Example: 108 of 600 households is 18 percent.

Disaggregation

Dimension	Categories	How It Is Captured
District	Hollin, Ashby Reach, Pernell	Recorded on the tablet form
Sex of Household Head	Female-headed, male-headed	Asked at the start of the visit
Child Under 5	Child under 5 in household, none	From the household roster

Data Collection

Field	Entry
Data Source	The annual household survey of the Clearwater Villages Program in the Tarn Valley Region: 600 households (30 villages, 20 households each) drawn from program villages in Hollin, Ashby Reach and Pernell districts.
Collection Method	Trained enumerators visit with a tablet. They ask to be shown where household members wash their hands, observe the station and record whether water and soap are both present. Enumerators do not ask about handwashing habits for this indicator.
Frequency and Deadline	Once a year, in October and November, in the same 30 villages with a new household sample each time. Data cleaned by 15 December. Results in the annual report by 31 January.
Responsible Party	Enumerator team leaders collect and supervise. The Monitoring and Learning Officer analyzes. The Program Manager reports.

Targets

Period	Value	Basis or Method
Baseline	18 percent (108 of 600 households)	September 2026. Baseline household survey with the same sample design and observation form as the annual survey.
Year 1 (2027)	28 percent	Ten-point rise from hygiene sessions in 120 villages and low-cost station kits for 4,000 households.
Year 2 (2028)	40 percent	Twelve-point rise as sessions reach the remaining villages and village health clubs start follow-up visits.
Year 3 (2029)	55 percent	Fifteen-point rise as village health clubs keep up follow-up visits in all villages. This is a share of households, so it is not added to earlier years. This is also the life-of-program value.

Data Quality

Field	Entry
Data Quality Controls	Enumerators are trained for 3 days with a field test. Supervisors sit in on 1 of every 10 visits and revisit 5 percent of households to recheck the observation. Impossible or missing values are flagged by a check run each night.
Known Limitations	A household may set up a station for the visit. A sample of 600 gives a margin of error of about 4 points near the baseline value (95 percent confidence, design effect 2), so a change between two survey rounds smaller than about 6 to 7 points should not be read as real change. The baseline was measured in September; later rounds in October and November may differ by season.
Intended Use	The hygiene team uses it each year to decide where to repeat hygiene sessions. Reported to the funder in the annual report.

Sheet 2

Definition

Field	Entry
Indicator Code and Level	IO-1, Immediate Outcome
Indicator Title	Number of people gaining access to a basic drinking water service
Linked Result	Immediate Outcome 1.1: Rural households reach an improved drinking water point
Rationale	A household gains a basic drinking water service only when a working improved point is within reach. Counting the people who live within a 30 minute round trip of each new point that passes the handover test measures that reach directly.
Definition	The number of people who can use a new improved water point within a 30 minute round trip of their home. People are counted when the point passes the handover test. If the point is found not working at its first 6-month visit, its people are taken out of the total.
Includes and Excludes	Includes: New handpumps and new piped kiosks built by the program, for people who had no improved source within a 30 minute round trip at baseline. Excludes: Rehabilitated points (these are tracked in the water point register used for IO-2), households with a private tap, and people who already had a working improved source nearby.
Unit and Direction	Number of people (cumulative); increase wanted
Calculation Formula	New handpumps passing the handover test times 250, plus new piped kiosks passing the test times 400, minus 250 people for each handpump and 400 for each kiosk found not working at its first 6-month visit. Example for Year 1: 40 handpumps times 250 is 10,000, plus 6 kiosks times 400 is 2,400, for a total of 12,400 (assuming every point passes its visit).

Disaggregation

Dimension	Categories	How It Is Captured
District	Hollin, Ashby Reach, Pernell	From the point's location in the register
Sex	Women and girls, men and boys	Estimated: 51 percent women and girls, the share in the baseline household survey
Technology Type	Handpump, piped kiosk	From the handover form

Data Collection

Field	Entry
Data Source	Construction completion records and signed handover test forms. Design user numbers (250 per handpump, 400 per piped kiosk) come from the program technical standard.
Collection Method	The construction supervisor runs the handover test and fills in the form, which is signed by the water user committee chair and a village leader. The district water monitor checks the point again at its first 6-month visit, using the IO-2 checklist.
Frequency and Deadline	Each quarter, reported once a year as a running total. Quarterly figures within 15 days of quarter end. Yearly total in the annual report by 31 January.
Responsible Party	Construction supervisors record. The Monitoring and Learning Officer calculates and reports.

Targets

Period	Value	Basis or Method
Baseline	0 people	30 September 2026. Zero by definition: the indicator counts only people newly served by program water points, and none have been built yet.
Year 1 (2027)	12,400 people	40 handpumps times 250 (10,000) plus 6 kiosks times 400 (2,400). Assumes every new point passes its 6-month visit.
Year 2 (2028)	33,300 people	Year 1 total (12,400) plus 66 handpumps times 250 (16,500) plus 11 kiosks times 400 (4,400), which adds 20,900.
Year 3 (2029)	57,200 people	Year 2 total (33,300) plus 70 handpumps times 250 (17,500) plus 16 kiosks times 400 (6,400), which adds 23,900. This is also the life-of-program total.

Data Quality

Field	Entry
Data Quality Controls	Construction supervisors do not sign off their own work: the Monitoring and Learning Officer checks 15 percent of new points on site within a month of handover and compares the form with what is built.
Known Limitations	The number of people per point is a design estimate, not a count of actual users. Use may be lower where an older source is closer. The sex split is an estimate taken from the baseline survey.
Intended Use	Reported to the funder each year as the main access result. The program manager compares it each quarter with the construction plan.

Sheet 3

Definition

Field	Entry
Indicator Code and Level	IO-2, Immediate Outcome
Indicator Title	Percent of functional community water points at the time of a monitoring visit
Linked Result	Immediate Outcome 1.2: Water points kept working by trained caretakers and mechanics
Rationale	A water point serves a village only while it works. The share found working at unannounced visits shows whether the trained caretakers and mechanics are keeping points running, which is what the immediate outcome promises.
Definition	The share of improved community water points that are working and delivering water at the time of an unannounced monitoring visit. A water point is functional if water can be drawn within 5 minutes of normal use (20 pump strokes for a handpump, opening the tap for a piped kiosk).
Includes and Excludes	Includes: All handpumps and piped kiosks in the program water point register in the three districts, whether built, rehabilitated or already there at the start of the program. Excludes: Private household taps and water points not in the register. A registered point that is closed or broken at the time of the visit is counted as not functional, not left out.
Unit and Direction	Percent; increase wanted
Calculation Formula	Functional water points found at the visit divided by registered water points visited, times 100. Example: 190 functional out of 250 visited is 76 percent.

Disaggregation

Dimension	Categories	How It Is Captured
District	Hollin, Ashby Reach, Pernell	Recorded on the mobile form from the register
Technology Type	Handpump, piped kiosk	Pre-filled from the register
Fee Collection	Regular fees collected, no fees collected	Asked of the caretaker at the visit

Data Collection

Field	Entry
Data Source	Water point register and the water point monitoring checklist (mobile form), kept by the three district water offices and the Clearwater Villages Program team.
Collection Method	Unannounced visit by a district water monitor. The monitor tests the point, records yes or no on the mobile form with a photo and GPS location, and asks the caretaker the date of the last breakdown.
Frequency and Deadline	Every registered point is visited at least once every 6 months. The yearly value uses the latest visit for each point in that year. Visit data cleaned by 15 January and 15 July. Yearly value reported in the annual report by 31 January.
Responsible Party	District water monitors (one per district) collect. The Monitoring and Learning Officer compiles, checks and reports.

Targets

Period	Value	Basis or Method
Baseline	61 percent (251 of 412 registered points)	September 2026. Visit to every registered point by the program team with the three district water offices, using the same checklist.
Year 1 (2027)	68 percent	About 311 of 458 points (412 existing plus 46 new). Assumes 14 broken points are repaired, the 46 new points work and the spare parts supply agreement is signed by June 2027.
Year 2 (2028)	75 percent	About 401 of 535 points (adds 77 new points). Assumes a mechanic is in place in each sub-district.
Year 3 (2029)	80 percent	About 497 of 621 points (adds 86 new points). Assumes fee collection reaches half of the water user committees. This is also the life-of-program value.

Data Quality

Field	Entry
Data Quality Controls	The Monitoring and Learning Officer revisits a random 10 percent of points each round and compares the results. If more than 1 in 20 rechecked points disagree, the monitor is retrained and that district's round is repeated. Photo and GPS are checked for every record.
Known Limitations	The value is a snapshot: a point may break the day after a visit. In the rainy season (April to June) monitors reach remote villages late, so those points carry older results into the yearly value. Caretakers may learn of a visit in advance, although visits are unannounced.
Intended Use	The program team reviews it each quarter to decide where mechanics and spare parts go first. District water offices use it in their own maintenance budgets.