# Questionnaire of Task JLP1.1 and partially of KM2.1

1. **Identification of the institution**

• Country:   
• Name of the institution:   
• Address:   
• Creation date :   
• Head of the institution  
• Phone contact: • E-mail : • Website :

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| 1. **What type of organization are you?** |
| |  | | --- | | Tertiary Education | | Research | | Water Utility | | Consulting | | Private Sector - Agriculture | | Private Sector – Energy | | Private Sector – Manufacturing | | Private Sector - Mining | | Local Government | | Regional Government | | National Government | | Non-Governmental Organization [NGO] | | Civil Society Organization [CSO] | | River Basin Organization | | Other, please specify | |

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| 1. **What are all your activities of your organization?** |
| |  | | --- | | Policy making | | Planning | | Teaching and training | | Water resource management | | Water service provision | | Finance | | Communications | | Research | | Operations and Utilities management | | Networking | | Other, please specify | |

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| 1. **What is your main/primary activity?**   **Select only one.** |
| |  | | --- | | Policy making | | Planning | | Teaching and training | | Water resource management | | Water service provision | | Finance | | Communications | | Research | | Operations and Utilities management | | Networking | |

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| 1. **Specify the main existing skills in your organization?** |
| |  |  | | --- | --- | |  | SKILLS EXIST IN  YOUR ORGANIZATION | | Agriculture/Agricultural Engineering |  | | Artisans and technicians e.g. boiler makers, welders, plumbers, drillers |  | | Agronomy |  | | Chemical Engineering |  | | Civil Engineering |  | | Climatology |  | | Coastal engineering |  | | Communications |  | | Conflict Resolution/Mediation |  | | Construction Project Managers |  | | Cultural and Social science |  | | Data Management |  | | Ecosystems and their management |  | | Environmental Health |  | | Environmental law |  | | Environmental |  | | Financial Management |  | | Forestry |  | | Freshwater systems |  | | Geographic Information Systems |  | | Geochemistry |  | | Geography |  | | Geology / Geophysics |  | | Groundwater |  | | Human Resources |  | | Hydrochemistry |  | | Hydrology |  | | Industrial Ecology |  | | Information Management Systems |  | | Institutional Management |  | | Marketing and communications |  | | Occupational health and safety skills |  | | Policy |  | | Planning |  | | Plant maintenance &operation |  | | Rainwater Harvesting technologies |  | | Research and Development |  | | Sanitation |  | | Sector Governance |  | | Project Management |  | | Water conservation |  | | Waste disposal |  | | Waste handling (including hazardous) |  | | Water treatment |  | |

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| **6a. YOUR CURRENT ORGANISATIONAL APPROACH TO SKILLS DEVELOPMENT:**  Please select forms of skills development activities or interventions at your organization  - and further select what interventions are needed in the  WEST AFRICAN(WA)region. |
| |  |  |  | | --- | --- | --- | |  |  | | | Interventions at your organisation | Interventions needed in West africa | | FET (Further Educational Training) |  |  | | HET (Higher Educational Training) |  |  | | In service training |  |  | | Bursary support |  |  | | Internships |  |  | | Mentorship |  |  | | Recognition of Prior Learning (RPL)Short courses |  |  | | Capacity building strategy and financing |  |  | | Other-Please specify below |  |  | |

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| If selected 'other', please specify here. |
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| **6b. Which institutions are conducting the training mentioned above ?** |
| |  | | --- | | Further Educational Training (FET) institution | | Higher Educational Training (HET) institution | | Accredited Service Provider | | Other, please specify | |

1. **Are you aware of any capacity development strategies or skills audits that have been carried out in your country or in the West African region?   
   Please specify.**

* Do you have a formalized knowledge management system(KMS)? If so, what does it entail?
* Do you have a specific group of stakeholders that use the KMS? If so, who are they?
* Do you use a specific electronic and/or other platform/s (e.g. workshops, conferences, publications etc.) as your knowledge management strategy?
* Is there a need for a West African wide Knowledge information system? Why do you say that?

1. **COULD YOU SPECIFY THE NUMBER OF MEN AND FEMALE STAFF WORKING IN YOUR INSTITUTIONBY:**• Men \_\_\_\_\_\_ • Female \_\_\_\_\_

**8.a. HOW DO YOU QUALIFY THE NUMBER OF THE STAFF WORKING IN YOUR INSTITUTION FOR THE TASKS LOAD ASSIGNED?**

* Adequate
* Acceptable
* Not enough
* Very poor

1. **WHAT ARE THE MAIN CONSTRAINTS YOUR INSTITUTION IS FACING WHEN ACCOMPLISHINNG ITS MISSIONS**

* INADEQUATION OF RESOURCES MATERIALS
* INSUFFICIENCE OF HUMAN RESOURCES
* LIMITED TECHNICAL CAPACITIES
* OTHER, SPECIFY

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1. **Do training institutions programmes in your country cover all water and sanitation themes?**

* Yes
* No

**If “No” could you specify areas to be covered by training institutions in your country**.

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11. **Does your institution has an appropriate budget allocated to training and reinforcement capacity activities?**   
• Yes  
• No

**THANK YOU FOR YOUR CONTRIBUTION.**