

# Service Contract Agreement: Technical Annex


## CHAST IEC MATERIALS SPECIFICATIONS FOR LOCAL ARTIST

DECEMBER 2015

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- All characters must be children or youth (9-13 years old), no adults, a part from where specified in written: the picture in this document are here as guidance only;
- The characters practicing good hygiene habits must be “happy”, “satisfied” etc (happy face, smile, good looking etc); on the contrary the characters practicing bad hygiene habits must have a not happy face/plain/grumpy;
- No cartoon-like pictures but realistic style of representation is requested (avoid caricatures);
- All the drawings have to be produced and coloured by hand **using acrylic colour** (no computer design); the colours must be bright. The support can be thick paper or canvas.
- There are **3 main characters**: 1 girl and 2 boys and they are the protagonists of almost all the drawings; this means that **they have to be recognised as the same characters** where indicated, for instance wearing same clothes, looking the “same person”. These are indicated as “Girl 1—Agatha”, “Boy 2—Alex”, “Boy 3—David” in the following pages; Girl 1 and boy 3 are always involved in good hygiene behaviours, while boy 2 is practicing bad hygiene behaviours; others (boys and girls) are practicing bad or good hygiene behaviours according to specific indications;
- No messages have to appear on the pictures, the only writings can be part of the image like “school” or “toilet” etc (see example on the right);
- **All what represented needs to be clearly “local”**: meaning appearance of the people, school uniforms and clothes, WASH facilities like latrines, tap stands, tanks, etc, environment and villages (schools, leaf houses...), tools, utensils and food. The material needs to be understood as well from rural areas children;
- Try to avoid excessive details in the background or, in general, on people as well (details/textures of clothes, jewels, tattoos etc) children are easily distracted by them; the focus of the image has to be the hygiene behaviour which has to be represented;
- Do not use symbols. Examples on the right: 
- Every sketch has to have the number of the drawing indicated nearby (not on the drawing but just few mm. outside the frame)



## How to read these guidelines

**Name of the drawing and consecutive number**

1 Handwashing with soap



- Young girl washing hands
- Happy face
- No straight hair but more similar to local
- Soap and foam must be visible (see example on the top)
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VER-

**Specific indications**

To be integrated with the “general recommendations”, above in this page

**Sample (1 or more):** these samples have to be intended as guidance only: you don’t have to necessary copy them but to adapt them to the context of Solomon Island. This visual guidance has to be integrated with the “specific indications” (however, it is expected that some drawings you will produce will necessarily be very similar to the drawings in the guidance).

## Deliverables

- **63 different coloured cards (13,5\*13,5 cm each) - sketched and coloured by hand;**
- **15 black and white drawings—only the outline (13,5\*13,5 cm each; these are not new but already designed among the coloured cards) - sketched by hand;**
- **7 different coloured posters (A3 size: 42\*29,7 cm.) - sketched and coloured by hand.**

## 1 Handwashing with soap



- GIRL 1 washing hands
- Happy face
- No straight hair but more similar to local
- Soap and foam must be visible (see example on the top)
- Running water (not basin)
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 2 Washing face in the morning



- BOY 3 washing his face with water in the morning (see sun rising)
- Happy face
- No straight hair but more similar to local
- Water container must be similar to the ones in use in rural communities
- If possible include tap stand in the back of the scene
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 3 Brushing teeth in the morning



- GIRL 1 brushing her teeth in the morning (see sun rising)
- Happy face
- Do not show the sink
- Do not replicate the stars
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 4 Brushing teeth in the night



- GIRL 1 brushing her teeth in the night (see moon picture below)
- Happy face
- Do not show the sink
- Do not replicate the stars
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION



## 5 Kid washing hands after been to community toilet



- BOY 3 going to the community toilet and washing hands after: handwashing should not be represented like a kitchen table with items on top (not to be confused with food)
- Young boy wearing slippers
- Toilet: no school toilet but community/ house toilet like pit latrine (no “push-flush” toilet)
- No ventilation pipes
- Toilet should not look like a leaf house
- Toilet room must have a door
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

Note: this is the most challenging drawing, if you are not sure about which toilet to represent (slab, bowl) you can draw more than one and then it will be the pre-test to clarify.

## 6 Boy taking bath



- BOY 3 taking bath with soap and water using bucket or similar water container in use in communities to pour water on himself
- No river/lake/stagnant water
- Soap to be visible
- Boy with happy face
- If there's a typical bathing shelter people build in communities, it can be represented
- Soap/bubbles should be realistic
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 7 Girl going to school toilet (toilet bowl)



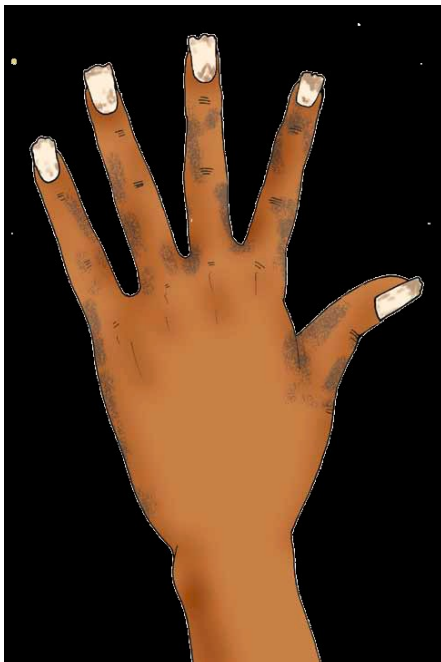
- GIRL 1 goes to a school toilet
- Girl wearing uniform and slippers
- 1 version with toilet bowl and 1 version with slab
- School handwashing sink visible outside latrines 'room
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION
- (the 7/b drawing: Girl going to school toilet (pit latrine— cement slab) is now drawing n. 56)

## 8 Girl cutting nails



- GIRL 1

## 25 Dirty hands with long dirty nails



- Draw both hands, yellow/brown background (no black background)

## 10 Dirty school compound



- Only external view
- No this:



- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

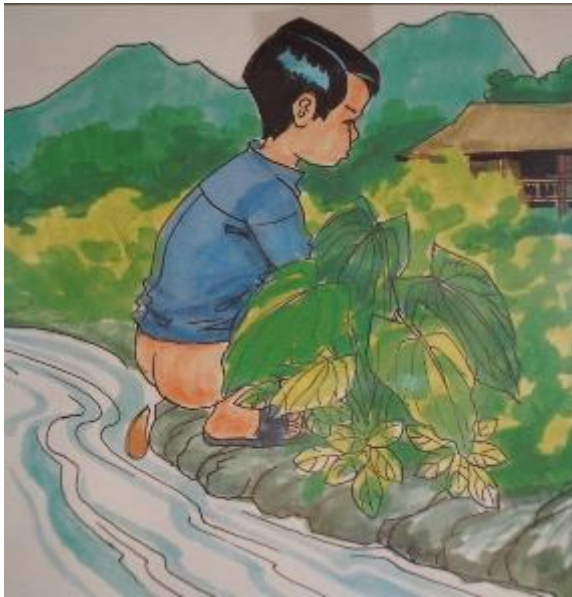
## 11 students cleaning school compound



- GIRL 1, BOY 2 and BOY 3 and other characters (same view as previous drawing)

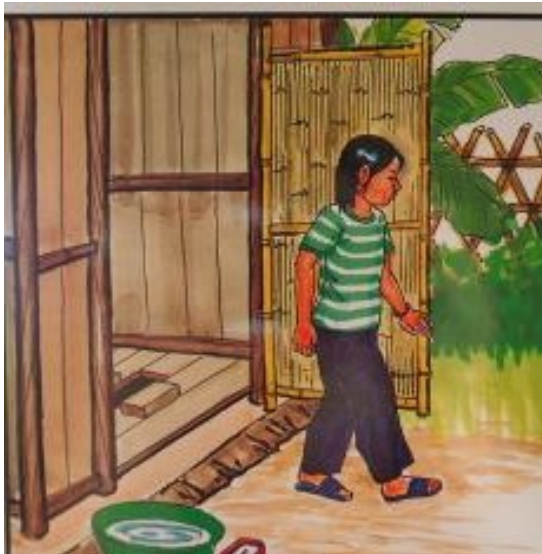


## 12 Boy pooing in the river (open defecation)



- BOY 2 practicing open defecation in the river (community context)
- Side view

## 35 Kid going out from latrine without washing hands



- BOY 2
- Hand washing system should be represented (like in the sample): stand pipe with soap available but ignored
- Community latrines (not school): slab

## 14 boy putting garbage in the river



- BOY 2 putting garbage in the river (community context)

## 15 Girl burying garbage



- GIRL 1
- In community context: pit dug

## 16 Covered food



- Food elevated from ground, on a table and covered

## 17 Uncovered food/dirty kitchen



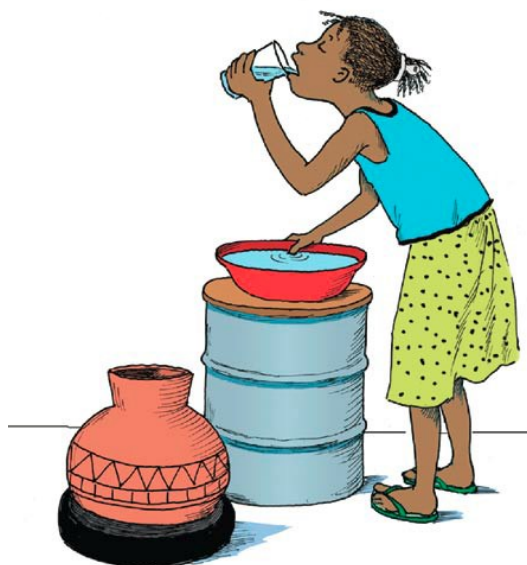
- Flies on the food, food on the ground, chicken and dog around

## 18 Girl drinking water from a proper water container



- GIRL 1
- Water container represented should be locally in use/ something common to see in communities: should be covered, elevated, clean (possibly with tap if common in the context) - bottle/kettle—has to be covered

## 19 Girl drinking water from open/dirty/unsafe container



- Girl (not girl 1 but any girl) taking water with cup from an uncovered water container (might be the same container of the previous drawing);
- If possible the finger should be touching the water like in the example

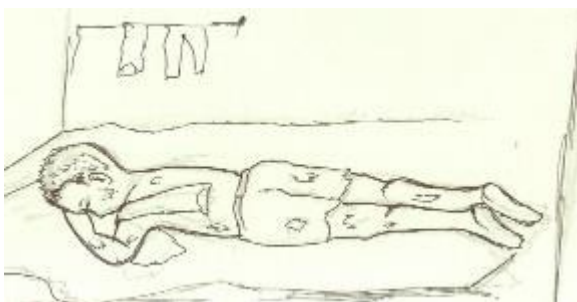


## 20 Boy sleeping under mosquito net



- BOY 3 goes to bed clean, after a shower
- He sleeps under mosquito net

## 28 Boy sleeping without mosquito net



- BOY 2
- Boy goes to bed dirty, no shower before
- Small mosquitoes around his body

**22 Boy and girl washing hands after going to school toilets**



- BOY 3 AND GIRL 1

**24 Boy and girl NOT washing hands after going to school toilets**



- BOY 2 and another girl (not girl 1)

## 9 Boy and girl wearing slippers



- Only feet visible

## 34 Bare feet



- Dirty feet, small cuts on the skin, garbage around

## 26 Well maintained/clean community latrine



- Community latrine with hand washing in place with soap
- No persons represented
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

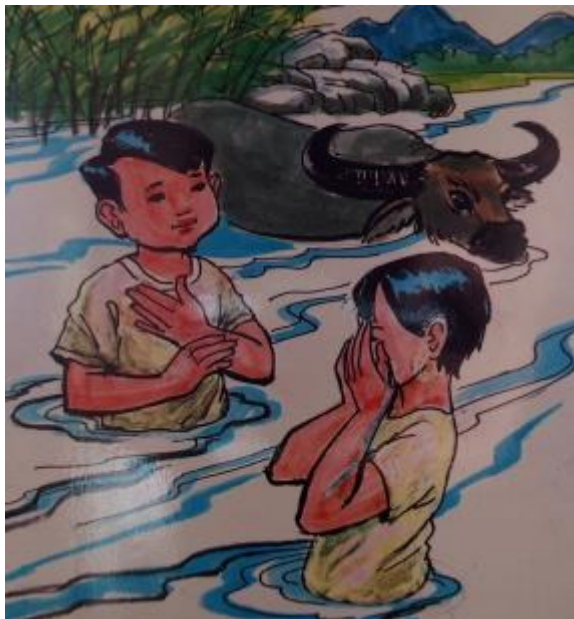
## 27 Dirty/abandoned community latrine



- Same latrine as before but dirty, not maintained
- No persons represented



## 29 Boys taking bath in a dirty river



- Garbage in the river (bottles etc...) and someone defecating in the back
- BOY 2 swimming with another male friend (not boy 3)
- Dog swimming

## 33 Boy with dirty teeth/yellowish smile and cavities



- BOY 2

## 30 Well maintained community water point



- Please represent a water point (tap) which can be seen in rural communities
- No well, a tap stand!

## 31 Poorly maintained community water point

- Same water point as before but dirty/not functioning/abandoned, with animals around and garbage

## 32 Boy 2 with dirty face and dirty hands



- Dirty clothes

## 13 Dirty hands



- Background colour no blue but yellow/brown or similar

**36 Boy washing hands before eating**



- BOY 3
- Running water + foam and soap

**23 Boy eating dirty mango with dirty hands and dirty face**



- BOY 2



**37 Fly**



- 

**38 Dirty hand**



- 1 hand only (right)

## 39 Boy drinking water from community rain water harvester



- BOY 3
- Tap stand is clean and well maintained
- Boy is drinking with a cup
- No uniform

## 40 Mouth



- Mouth a bit open

## 41 Field



- With food (not grass or flowers) - cabbage tomatoes

## 42 Food



- Local food, no flies on it

## 43 Water



- Local water container with a glass of water nearby

## 67 Woman washing hands before cooking



- Local food
- She is adult



## 51 Boy vomiting



- BOY 2
- Holding his stomach because he's in pain
- In community

## 52 Boy healthy



- BOY 3
- In community no uniform

## 53 Covered and clean water containers



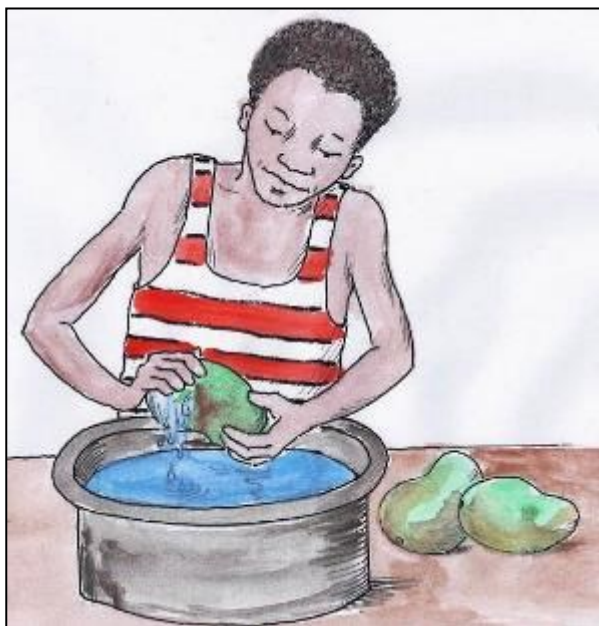
- To be represented only water containers locally in use
- Kettles, bottles, buckets with lid, jerrycan...

## 54 Uncovered and unclean water containers



- To be represented only water containers locally in use
- Same containers as previous drawing but in bad conditions, dirty, with animals around, cut jerrycan...

**55 Girl washing mango**



- Girl 1

**21 Agatha (girl 1) helping small child in washing hands before eating**



- Scene happening in community
- Handwashing with soap

## 56 Girl going to school toilet (pit latrine— cement slab)



- GIRL 1 goes to a school toilet
- Girl wearing uniform and slippers
- 1 version with toilet bowl (it's the picture n.7) and 1 version with cement slab (this one)
- School handwashing sink visible outside latrines 'room
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 57 clean and well maintained latrine (other type): wooden slab: ceramic bowl

IN THIS SECTION DRAW 4 TYPES OF LATRINES IN USE IN SOLOMON ISLAND (CEMENT SLAB— DRY PIT, WOOD SLAB— DRY PIT, CEMENT BOWL, CERAMIC BOWL + BUTTON-FLUSH ETC)

- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION
- Always hand washing



**58 clean and well maintained latrine (other type)**

IN THIS SECTION DRAW 4 TYPES OF LATRINES IN USE IN SOLOMON ISLAND (CEMENT SLAB—DRY PIT, WOOD SLAB—DRY PIT, CEMENT BOWL, CERAMIC BOWL + BUTTON-FLUSH ETC)

- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION
- Always hand washing

**59 clean and well maintained latrine (other type)**

IN THIS SECTION DRAW 4 TYPES OF LATRINES IN USE IN SOLOMON ISLAND (CEMENT SLAB—DRY PIT, WOOD SLAB—DRY PIT, CEMENT BOWL, CERAMIC BOWL + BUTTON-FLUSH ETC)

- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION
- Always hand washing

## 60 Keeping school latrines clean



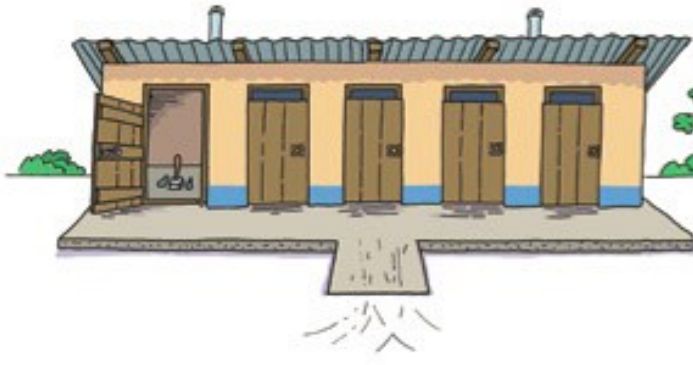
- Boys and girls to be represented, including BOY 2 AND 3 AND GIRL 1

## 61 Keeping classrooms and common areas clean



- Boys and girls to be represented, including BOY 2 AND 3 AND GIRL 1
- Do not draw nose-masks

## 62 Clean and well maintained school latrines



No people

## 63 Clean and well maintained school water supply



- Rain water harvester
- No people

## 64 Dirty and abandoned school latrines



- Same location as the drawing n. 62
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION

## 65 Not functional/maintained school water supply



- Tank or well area broken, not functional, dirty, grass not cut...
- Same location as the drawing n. 63
- OF THIS PICTURE WE NEED BOTH COLOURED AND BLACK/WHITE VERSION



## 66 Don't litter/put garbage in the bins



- 2 students represented, 1 boy and 1 girl, in school compound (GIRL 1 AND BOY 3)

## 68 Boy 2 eating without having washed his hands



- BOY 2, which is just back from football field
- Dirty hands and dirty clothes

## 69 Boy 2 got sick



- BOY 2 is sick, in his bed
- GIRL 1 is taking care of him
- BOY 3 comes to visit him

## 70 Boy 2 defecating



- BOY 2 practicing open defecation in the open

## Lesson 6: Washing hands with soap and clean water

- This serie of 8 drawings represents the hand washing process, from the first step (hands get wet) until the last one (dry the hands).
- Please follow the same 8 steps represented in the poster below;
- It has to be represented into an A3 poster size. No pre-defined dimension given for the single image.

### Hand washing poster



## 71 Kids playing football



- BOY 2 and BOY 3 play football with other children.
- It has to be represented into an A3 poster size.

## 72 Kids shaking hands



- Kids stop playing: BOY 2 and BOY 3 shake hands with the other children.
- It has to be represented into an A3 poster size.

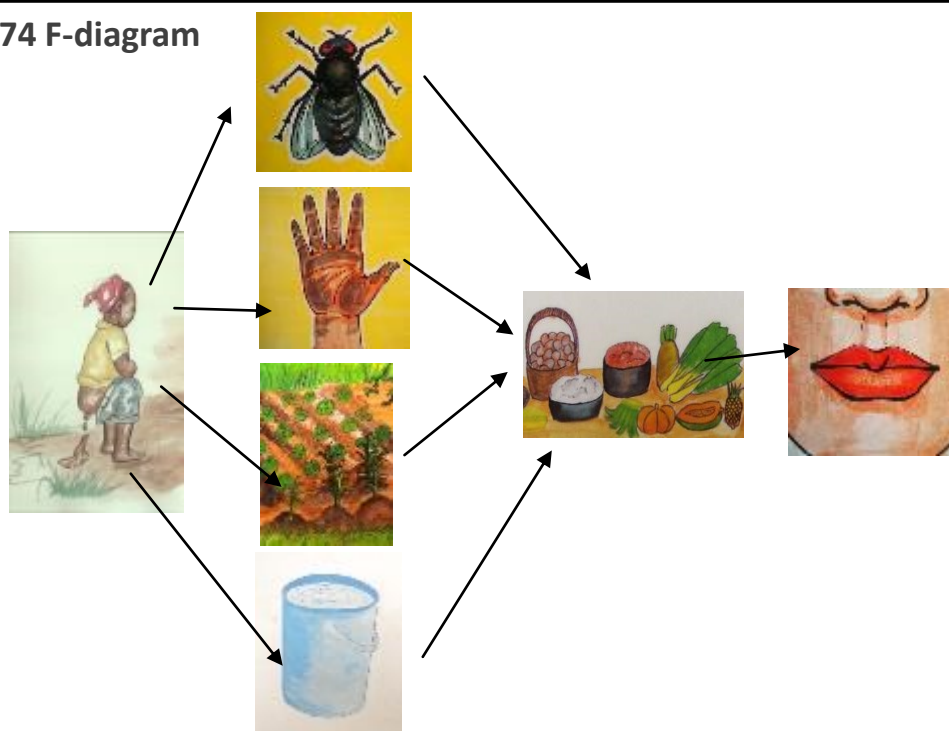


## 73 Kids going home



- BOY 2 and BOY 3 go back to their own houses
- It has to be represented into an A3 poster size.

## 74 F-diagram



- This is a composition of drawings already done (nn. 70, 37, 38, 41, 42, 43, 40)
- It has to be represented into an A3 poster size.

## 75 School latrines use— slab



- 5 steps of pit latrines (cement slab) maintenance:

- 1) Boy 3 going to toilet
- 2) Boy 3 defecating
- 3) Boy 3 covering the toilet hole with appropriate cover (please here draw what in use in rural schools—probably a wooden plank or similar) - plywood with handle
- 4) Boy 3 going out and closing the door (on the door we can see the gender sign or the indication “male toilet”)
- 5) Boy 3 washing his hands with soap and water

- Latrine looks clean and tidy, properly maintained
- Boy looks clean
- The full poster (5 drawings) has to be represented into an A3 poster size.
- 4 pictures for latrines maintenance same size + hand washing bigger (last one)

## 76 School latrines use— poor flush and cement bowl



- 5 steps of poor flush-latrine maintenance:
  - 1) Boy 3 going to toilet
  - 2) Boy 3 defecating
  - 3) Boy 3 flushing
  - 4) Boy 3 going out and closing the door (on the door we can see the gender sign or the indication "male toilet")
  - 5) Boy 3 washing his hands with soap and water
- Latrine looks clean and tidy, properly maintained
- Represent a cement bowl, not a ceramic bowl
- Boy looks clean
- The full poster (5 drawings) has to be represented into an A3 poster size.
- 4 pictures for latrine maintenance same size + hand washing bigger (last one)

	indicates a poster
	indicates a card

EXPECTED FROM THE ARTIST: TOTAL BRAND NEW MATERIALS TO PRODUCE (with indication of colour and dimensions)		
A3 posters (42 * 29,7 cm)	colour cards (13,5*13,5 cm.)	b/w drawings (13,5*13,5 cm.)
7	63	15

Sequential n.	Name in the Annex 1 of the Project Brief			
1	Handwashing with soap		1	1
2	Washing face in the morning		1	1
3	Brushing teeth in the morning		1	1
4	Brushing teeth in the night		1	1
5	Kid washing hands after been to community toilet		1	1
6	Boy taking bath		1	1
7	Girl going to school toilet		1	1
8	Girl cutting nails		1	
9	Boy and girl wearing slippers		1	
10	Dirty school compound		1	1
11	Students cleaning school compound		1	
12	Boy pooing in the river (open defecation)		1	
13	Dirty hands		1	
14	Boy putting garbage in the river		1	
15	Girl burying garbage		1	
16	Covered food		1	
17	Uncovered food/dirty kitchen		1	
18	Girl drinking water from a proper water container		1	
19	Girl drinking water from open/dirty/unsafe container		1	
20	Boy sleeping under mosquito net		1	
21	Woman helping small child in washing hands before eating		1	
22	Boy and girl washing hands after going to school toilets		1	
23	Girl eating dirty mango with dirty hands and dirty face		1	
24	Boy and girl NOT washing hands after going to school toilets		1	
25	Dirty hands with long dirty nails		1	
26	Well maintained/clean community latrine		1	1
27	Dirty/abandoned community latrine		1	
28	Boy sleeping without mosquito net		1	
29	Boys taking bath in a dirty river		1	
30	Well maintained community water point		1	
31	Poorly maintained community water point		1	
32	Girl with dirty face and dirty hands		1	
33	Boy with dirty teeth/yellowish smile and cavities		1	
34	Bare feet		1	
35	Kid going out from latrine without washing hands		1	
36	Boy washing hands before eating		1	



	indicates a poster
	indicates a card

**EXPECTED FROM THE ARTIST:  
TOTAL BRAND NEW MATERIALS TO  
PRODUCE  
(with indication of colour and dimensions)**

A3 posters (42 * 29,7 cm)	colour cards (13,5*13,5 cm.)	b/w drawings (13,5*13,5 cm.)
7	63	15

Sequential n.	Name in the Annex 1 of the Project Brief			
37	Fly		1	
38	Dirty hand (1 hand)		1	
39	Boy drinking water from community tap stand		1	
40	Mouth		1	
41	Field		1	
42	Food		1	
43	Water		1	
44	Wet hands	1		
45	Rubbing palm on palm, with soap			
46	Rubbing inside palm of the hand, with soap			
47	Cleaning finger by finger			
48	Rubbing hands			
49	Rinsing hands			
50	Drying hands			
51	Boy vomiting		1	
52	Boy healthy		1	
53	Covered and clean water containers		1	
54	Uncovered and unclean water containers		1	
55	Girl washing mango		1	
56	Girl going to school toilet (pit latrine— cement slab)		1	1
57	clean and well maintained latrine (other type)		1	1
58	clean and well maintained latrine (other type)		1	1
59	clean and well maintained latrine (other type)		1	1
60	Keeping school latrines clean		1	
61	Keeping classrooms and common areas clean		1	
62	Clean and well maintained school latrines		1	
63	Clean and well maintained school water supply		1	
64	Dirty and abandoned school latrines		1	1
65	Not functional/maintained school water supply		1	1
66	Don't litter/put garbage in the bins		1	
67	Woman washing hands before cooking		1	
68	Boy eating without having washed his hands		1	
69	Boy got sick		1	
70	Boy defecating		1	
71	Kids playing football	1		
72	Kids shaking hands	1		
73	Kids going home	1		
74	F-Diagram	1		
75	Latrine use: slab	1		
76	Latrines use: bowl	1		