Impact Evaluation of Global Scaling Scaling Up Sanitation and Handwashing Projects: Data Access and Use Protocol

This document describes the procedure for accessing and using data from the global impact evaluation (IE) of the World Bank-administered Water and Sanitation Program (WSP). The accompanying manuscript list is preliminary, with the expectation that the papers included in the list and the authors included – as well as their level of participation – on each paper will evolve. If members of the IE team are interested in contributing to a paper in any capacity, they should contact the lead author of the paper (email addresses are indicated for each). Cross discipline collaborations are strongly encouraged.

This list will likely be ported onto discussion threads on the team website (www.learningtoscaleup.org).

The manuscript list is organized into three main sections:

Manuscript Category	Brief Description
1 Randomized Studies – Global Papers	Papers that synthesize results across all six countries on a particular topic. For example, economic impacts or child development. These papers will be led by the subject matter experts on the global team.
2 Randomized Studies – Country Papers	Papers that describe the impacts of the interventions for all outcomes within each specific country. Papers will be led by the country PIs, with support from global experts as needed.
3 Non-randomized (Observational) Studies	Additional papers of interest that use data from the evaluation, but unlike the previous two categories, they may explore questions that are tangential to the main goals of the study. For example, exploring the association between microbiological E. coli measures in the home and child illness.

The rationale for the broad structure of manuscripts is that country principal investigators (PIs) will lead a paper that summarizes the impacts within their country, as well as other country-specific analyses of interest. The global team will lead papers that synthesize results across countries for a global perspective of impacts in their specific area of expertise (e.g., economics, child health, child development, microbiology and parasitology).

Protocol for data access

To access data, team members must complete a Data Access Request Form (attached). Although team members may already have physical access to a particular dataset, they are expected to complete a Data Access Request Form (attached) if they intend to conduct a new analysis and/or prepare a new abstract, conference presentation, or manuscript.

All Data Access Request Forms should be submitted to Bertha Briceno (bbriceno@worldbank.org). In the event that Bertha is unavailable, the data access request form should be submitted to Alex Orsola-Vidal (aorsolavidal@worldbank.org).

Once the data access request form is submitted and approved, Bertha or Alex will facilitate the team member's access to the necessary data. WSP will strive to centralize storage of the latest datasets for analysis by all team members. Until WSP centralizes data storage, the individual Country PIs (Chase, Heinzerling, Orsola-Vidal, Salvatore, and Shah) will be able to distribute the latest datasets for their respective countries.

The responsible team member must ensure that data are not distributed to <u>anyone</u> other than researchers listed on the Data Access Request Form.

Who can request access to the data?

The following team members will have access to data upon request and approval of the Data Access Request Form (attached).

- Country PIs: Cameron, Chase, Do, Galiani, Heinzerling, Martinez, Orsola-Vidal, Patil, Salvatore, Shah
- Global experts: Arnold, Colford, Fernald, Gertler, Kariger, Ram, Sobsey, Stauber, Wassenich
- WSP team: Amelink, Briceno, Chase, Devine, Kullmann, Molyneaux, Orsola-Vidal, Perez, Pyne
- Students or trainees of country PIs, global experts, or WSP team members will have access to data only after the supervising PI, global expert, or WSP team member complies with the process described here, including submitting the student's signed request for data access and agreement to comply with authorship and publication guidelines described. It is the supervising team member's responsibility to ensure that the student comply with all guidelines contained within this document.

Clearance from WSP

Authors are required to obtain clearance from WSP prior to submission of an abstract for conference presentations, or manuscript or working paper for publication. Requests for clearance of abstracts for conference publications should be made at least seven business days in advance of deadline; requests for clearance of manuscripts and working papers should be made at least 14 business days in advance of deadline. Requests for clearance should be submitted to Bertha Briceno (bbriceno@worldbank.org), with Alex Orsola-Vidal and Eddy Perez copied (aorsolavidal@worldbank.org, eperez1@worldbank.org). WSP will determine whether the task team leaders and country task managers of individual

countries should also review the abstract, manuscript, or working paper. In case that WSP does not get back to the author within the times stipulated, WSP surrenders its right to request changes, provide inputs and clearance.

Authorship guidelines

This project is being carried out by a multidisciplinary team. Guidelines for authorship are expected to vary somewhat by discipline but we strive to ensure meritorious recognition of collaborators' contributions to published or presented work. To that end, we will follow the International Committee of Medical Journal Editors' guidelines for authorship, excerpted below from the ICMJE website (http://www.icmje.org/ethical_1author.html, accessed on 12 Dec 2009):

> "Authorship credit should be based on 1) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; 2) drafting the article or revising it critically for important intellectual content; and 3) final approval of the version to be published. Authors should meet conditions 1, 2, and 3."

These authorship guidelines will apply to all published or presented work, including abstracts, conference presentations, manuscripts, and working papers. It is assumed that the first author is the individual who has done the principal intellectual work being presented in the abstract or paper.

Standard language for acknowledgements:

Knowledge products (including presentations, manuscripts, working papers, and publications), produced by the researcher that are based entirely or in part on data supplied by the Water and Sanitation Program must include the following citation:

> The data in this report were collected through research conducted by the Water and Sanitation Program's Global Scaling Up Sanitation and Handwashing Projects. Both projects are funded by the Water and Sanitation Program and the Bill & Melinda Gates Foundation. For more information, please visit www.wsp.org/scalinguphandwashing, www.wsp.org/scalingupsanitation, or send an email to wsp@worldbank.org.
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> WSP is a multi-donor partnership created in 1978 and administered by the World Bank to support poor people in obtaining affordable, safe, and sustainable access to water and sanitation services. WSP's donors include Australia, Austria, Canada, Denmark, Finland, France, the Bill & Melinda Gates Foundation, Ireland, Luxembourg, Netherlands, Norway, Sweden, Switzerland, United Kingdom, United States, and the World Bank. The findings, interpretations, and conclusions expressed in this paper are entirely those of the authors. They do not necessarily represent the views of the Water and Sanitation Program, the World Bank and its affiliated organizations, or those of the Executive Directors of the World Bank or the governments they represent.