



ENVIRONMENTAL HEALTH COUNCIL OF NIGERIA
Established by Act 11 of 2002 (As Amended)

**QUESTIONNAIRE FOR RESOURCE/ FACILITY ASSESSMENT FOR
NATIONAL AND HIGHER NATIONAL DIPLOMA TRAINING PROGRAMMES
IN ENVIRONMENTAL HEALTH IN NIGERIA**

NAME OF INSTITUTION

.....

.....

.....

PROGRAMME

.....

.....

VISION

Ensure that Environmental Health Practice is positioned as the fulcrum of Public Health in Nigeria

MISSION

To improve Standard in Training and Practice adding value to Environmental Health Services

MANDATE

- a. Determining what standards of knowledge and skill are to be attained by persons seeking to become members of the profession of Environmental Health and improving those standards from time to time as circumstances may permit;
- b. Securing in accordance with the provisions of this Act the establishment and maintenance of a register of persons registered under this Act as members of the profession and the publication from time to time of lists of those persons;
- c. Conducting examinations in the profession and awarding certificates or diplomas to successful candidates as appropriate and for such purpose and the Council shall prescribe fees to be paid in respect thereof, and
- d. Performing the other functions conferred on the Council by this act.

1.0 INTRODUCTION

This questionnaire is to assess the preparedness of institutions to commence training in any of the Environmental Health Programmes at National and Higher National Diploma level. Institutions are therefore expected to complete the questionnaire and ensure accuracy of information and equally note as follows:

- i. The questionnaire is to be completed in respect of each of the Environmental Health Programmes in your institution for which accreditation is required.
- ii. The original copy of duly completed questionnaire should be forwarded to the Council within thirty days (30) of receipt. Institutions are also expected to keep a copy of the completed questionnaire for their records.
- iii. Tick, fill or circle all relevant sections of the questionnaire and attach all necessary supporting documents as appropriate.
- iv. The questionnaire must be completed by the officer responsible for the coordination of the programme i.e. the Head of Department (HOD).
- v. The following documents are to be attached:
 - a. Institution's Profile
 - b. Legal Instrument establishing the Institution
 - c. Tax Clearance Certificate (for private institution)
 - d. Pictures of the facilities/equipment/vehicles
 - e. Other necessary approval from other government agencies
 - f. Evidence of payment for assessment form (questionnaire)
- vi. Completed questionnaire should be forwarded to:

2.0 QUESTIONNAIRE

**THE REGISTRAR/CEO
ENVIRONMENTAL HEALTH COUNCIL OF NIGERIA
NO. 1 Obosi Street Off Ogidi Street, Ladoke Akintola Boulevard Way Garki II,
ABUJA NIGERIA. Tel.**

**QUESTIONNAIRE FOR RESOURCE/FACILITY ASSESSMENT FOR
ENVIRONMENTAL HEALTH PROGRAMME(S)**

Fill the following preliminary information provided in the table below appropriately

SECTION A: ADMINISTRATION		
S/N	ITEMS	RESPONSES
1.	Name of Institution	
2.	Address	
3.	Phone Numbers	
4.	E-mail	
5.	Website	
6.	Date Established	
7.	Establishment Instrument: Private (CAC No) Public (Law)	
8.	Name of Proprietor	
9.	Phone No of the Proprietor	
10.	Is there a governing council for the institution	
11.	How often does it meet	
12.	When last did it meet	
13.	Is there an academic board	
14.	How often does it meet	
15.	When last did it meet	
16.	Type of programme	
17.	Is the programme provided with regular running cost?	
18.	If yes, state how much per month	
19.	Department where the programme is domiciled	
20.	Is the programme accredited by NBTE	
21.	Name of Head of Institution	
22.	Designation of Head of the institution	

23.	Name of Head of programme	
24.	Qualification of Head of Programme	
25.	Phone Number of Head of Programme	
26.	Is the institution located on a permanent site	
27.	If no, state the location of the permanent site	
SECTION B: INFRASTRUCTURE AND EQUIPMENT		
S/N	ITEMS	
28.	Are there adequate office accommodation for Teaching staff	
29.	Are there adequate office accommodation for Non-Teaching staff	
30.	How many lecture halls are available for the programme	
31.	Are there specific rooms for class seminars?	
32.	Is there an adequate office accommodation for the administration of the programme?	
33.	Are there adequate furniture in the offices e.g. tables, chairs, etc.	
34.	Are there adequate toilet facilities for male Staff	
35.	Are there adequate toilet facilities for female Staff	
36.	Are there adequate toilet facilities for male Student	
37.	Are there adequate toilet facilities for female Student	
38.	Are accommodation provided for staff	
39.	Are accommodation provided for students	
40.	Do you have adequate number of computer units for the programme? (5- 10 =2points, 11-20=4points)	
41.	Does student have access to the computer	
42.	Are the computers connected to the internet?	
43.	Does the Institution have a library?	
44.	Are there adequate professional Books, in the institution's library?	
45.	Are there adequate Internet facilities, in the institution's library?	
46.	Are there adequate Journals in the institutions library?	
47.	Are there adequate News papers in the institutions library?	

48.	Are there functional Photocopiers in the institution's library?	
49.	Are there functional printers, in the institution's library?	
50.	Are there functional scanners in the institution's library?	
51.	Does the Institution have an e-library?	
52.	Does the department have a library?	
53.	Is the size of the departmental library adequate?	
54.	Are there adequate furniture (shelves, chairs & tables) in the departmental library	
55.	Are there adequate relevant books in the departmental library	
56.	Are there adequate relevant Journals in the departmental library	
57.	Are there adequate relevant Newspapers in the departmental library	
58.	Is the Lighting in the departmental library adequate	
59.	Is the ventilation in the departmental library adequate	
60.	Is the library running on- line services?	
SECTION C: BASIC SCIENCES LABORATORY (PHYSICS, CHEMISTRY & BIOLOGY)		
61.	Are there basic science laboratories for the programme?	
62.	Are the equipment in the laboratories adequate	
63.	Are the reagents in the laboratories adequate	
64.	Is the space in the laboratory adequate	
65.	Is the ventilation in the laboratories adequate	
66.	Is the lighting in the laboratories adequate	
67.	Is the water supply in the laboratories adequate	
68.	Is there adequate provision for safety in the laboratories?	
SECTION D: ENVIRONMENTAL HEALTH LABORATORY		

69.	Is there Environmental Health laboratory for the programme?	
70.	Are the equipment in the laboratory adequate	
71.	Are the reagents in the laboratory adequate	
72.	Is the space in the laboratory adequate	
73.	Is the ventilation in the laboratory adequate	
74.	Is the lighting in the laboratory adequate	
75.	Is the water supply in the laboratory adequate	
76.	Is there adequate provision for safety in the laboratory?	
77.	are there air quality, noise and radiation equipments in the laboratory?	
78.	Are there Public Health Entomology & arbovirus equipment in the laboratory?	
79.	Are the Public Health Entomology & arbovirus equipment in the laboratory adequate	
80.	is there environmental epidemiology & toxicology equipment in the laboratory?	
81.	Are the equipment in the laboratory adequate	
SECTION E: ENVIRONMENTAL HEALTH MUSEUM		
82.	Is there an environmental health museum?	
83.	Are there adequate models in the environmental health museum	
84.	Are there adequate Public Health Pest Control Equipment in the Museum?	
85.	Are there adequate Personal Protective Equipment?	
86.	Are there adequate waste management equipment	
87.	Are there charts and posters of Environmental Health relevance?	
88.	Is the space in the environmental health museum adequate	
89.	Is the ventilation in the environmental health museum adequate	
90.	Is the lighting in the environmental health museum adequate	
SECTION F: TECHNICAL DRAWING STUDIO		

91.	Is there a technical drawing studio?	
92.	Are there adequate technical drawing equipment?	
93.	Is the space in the technical drawing studio adequate	
94.	Is the ventilation in the technical drawing studio adequate	
95.	Is the lighting in the technical drawing studio adequate	
SECTION G: AUDIO VISUAL STUDIO		
96.	Is there an audio visual studio?	
97.	Are there adequate equipment in the audio visual studio? (e.g. TV, projectors, radios, camera etc)	
98.	Is the space in the audio visual studio adequate	
99.	Is the ventilation in the audio visual studio adequate	
100.	Is the lighting in the audio visual studio adequate	
SECTION H: CLASSROOMS		
101.	State the number of class rooms available for the programme	
102.	State the size of the smallest class room	
103.	Is the space in the classroom adequate	
104.	Is the ventilation in classroom adequate	
105.	Is the lighting in the classroom adequate	
106.	Do the classrooms have exit doors?	
107.	State the size of the largest class room	
SECTION I: SIWES/FIELD PRACTICUM AREAS		
108.	List the various practice areas available for the programme for fieldwork activities. (Use additional sheets if needed	
109.	evidence(s)-MOU	
110.	evidence(s)-students log book	
111.	Is there a designated coordinator?	
SECTION J: HUMAN RESOURCE 136 POINTS		
112.	How many Professional Teaching staff do you have for the programme	
113.	How many have current licence	
114.	How many Senior Lecturers do you have	
115.	How many Chief Lecturers do you have	
116.	How many Lecturers do you have	
117.	How many Instructors do you have	

118.	How many are on full time (3 points for each x 9)	
119.	How many are on part time (1 points for each x 9)	
120.	How many general Services staff do you have for the programme	
121.	How many Technical staff do you have for the programme	
122.	How many Administrative support staff do you have for the programme	
SECTION K: CURRICULUM IMPLEMENTATION		
123.	Is the department in possession of the approved Curriculum by the NBTE?	
124.	Are the requirements in the Curriculum adhered to?	
125.	Are the admission guidelines strictly followed?	
126.	State the staff/student ratio of the department	
SECTION L: ENVIRONMENTAL HEALTH SERVICES		
127.	Is there an Environmental Health services unit in the Institution	
128.	Are there adequate waste collection facilities	
129.	If yes, how often is the waste disposed	
130.	Is the waste collection service provider registered with EHORECON	
131.	Is there provision for pest and vector control services	
132.	Is the pest and vector control service provider registered with EHORECON	
133.	Is there provision for cleaning services	
134.	Is the cleaning service provider registered with EHORECON	
135.	Is there provision for horticultural services	
136.	Is your premises (Institution) certified for habitation and use by an Environmental Health Authority?	
137.	If yes, attach evidence	
SECTION M: ENTERPRENEURSHIP IN ENVIRONMENTAL HEALTH		

138.	Is there entrepreneurship programme in environmental health?	
139.	Is there a designated coordinator for the programme	
140.	Are there records of students' participation? (attach evidence)	
141.	Mention the areas of entrepreneurship available for the programme e.g pest control, waste management, sewage management, air quality control, composting, recycling,	
142.	Are there samples of products	
SECTION N: MISCELLANEOUS		
143.	Is there public power supply to the institution?	
144.	Is there an alternative power supply in the institution available for the programme?	
145.	If yes, state the type and capacity.	
146.	Is there adequate water supply in the institution?	
147.	If yes, state the source	
148.	Is there a Sick Bay/Clinic on campus for the use of students and staff?	
149.	Is there provision for staff development?	
150.	Describe the policy and practice for such development?	
151.	Are students indexed with the Environmental Health Officers Registration Council of Nigeria?	
152.	Are there Environmental Health/related clubs and societies in the institution	
153.	Is there guidance and counselling unit in the institution?	
154.	Are there recreational facilities in the institution	
155.	If yes state the recreational facilities available	
156.	Does the institution have perimeter fence	
157.	Is there a security post in the institution	
158.	Are there adequate security personnel in the institution	
159.	Are there adequate fire safety gadgets such as fire extinguishers, fire alarm, smoke detectors etc in the institution	
160.	If yes, are they functional	
161.	Does the institution have good access road	

162.	Are there good road network within the institution	
163.	Is there visible directional sign post to the institution	
164.	Is the institution sited within area of communication network coverage	
165.	Is there provision for transportation services for staff and students	
166.	Is there cafeteria services in the institution	

Data on Teaching staff involved in the programme

(Add additional pages if needed)

S/N	Name	Designation	Date of appointment	Last promotion	Full/Part time	Qualification(s)	Specialization	Practice Licence Number	Course(s) Taught	Total Teaching Hour per week	Publication(s) name of journal and date of publication	Papers presented	Number of projects supervised in the last five years	Other responsibilities	Remarks

Data on Technical staff involved in the programme

(Add additional pages if needed)

S/N	Name	Designation	Full/Part time	Qualification	Practice licence(where applicable)	Courses of instruction	Total practical Hour(s)/ week	Other responsibilities	Remarks

Data on Non-Teaching staff involved in the programme
(Add additional pages if needed)

S/N	Name	Designation	Full/Part time	Qualification	Type of service rendered	Professional registration (where applicable)	Other responsibilities	Remarks

TABLE I: LIST OF MODELS IN DEMONSTRATION GROUND

S/NO	EQUIPMENT	QUANTITY REQUIRED.	Quantity available	Quantity functional	Remarks
1.	House Hold Refuse Composter	1			
2.	Model of Incinerators	1			
3.	Conventional water treatment system	1 set			
4.	Conventional sewage treatment system	1			
5.	Composting pit [Wilson & indoor processes]	1 each			
6.	Steamer [Fomite Disinfection]	1			
7.	VIP Latrine [multiple & single compartments]	1 each			
8.	Pit Latrine	1			
9.	Water Closet	1			
10.	Ventilation Opening	1			
11.	Septic Tank	1			

TABLE II: LIST OF EQUIPMENT IN ENVIRONMENTAL HEALTH LABORATORY

S/No	EQUIPMENT	QUANTITY REQUIRED	Quantity available	Quantity functional	Remarks
1.	Hatch Kit for Chlorine, P H&Oxy.	1			
2.	Incubator	1			
3.	Thermometer	5			
4.	Dosimeter	2			
5.	Audiometer	2			

6.	PH Meter	2			
7.	Anenomete r	1			
8.	Dual Detector	2			
9.	Spring Balance	1			
10.	Mechanical Balance	1			
11.	Weighing Scale	1			
12.	Electronic Balance	1			
13.	Cold Box	2			
14.	Distiller	1			
15.	Centrifuge	2			
16.	Suction Pressure	1			
17.	Steam Sterilizer	1			
18.	Autoclave	2			
19.	Hot Plate	2			
20.	Water Bottle	2			
21.	Radiation Monitor	2			
22.	Rotator	1			
23.	Water Bath	1			
24.	Slide Projector	1			
25.	Hand Lens	5			
26.	Dissecting Kit	2			

TABLE III: LIST OF EQUIPMENT IN AUDIO VISUAL STUDIO.

S/No	EQUIPM ENT	QUANTITY REQUIRED	Quantity available	Quantity functional	Remarks
1	Video Recorder	1			
2	Overhead projector	1			
3	Film projector	1			
4	Public address system	1			
5	Television set	1			

6	Camera	1			
7	Computer Systems.	5			
8.	Universal Serial Bus	1			
9.	Microphones	3			
10.	Scanner	1			
11	Memory Chips	2			

TABLE IV: LIST OF EQUIPMENT IN TECHNICAL DRAWING STUDIO.

S/No	EQUIPMENT	QUANTITY REQUIRED	Quantity available	Quantity functional	Remarks
1	Adjustable Drawing Boards	30			
2	T-square	30			
3	Drafting Stools.	30			
4	Pin-up Boards	1			
5	Board Pin Square	1			
6	Board Protractor.	1			
7	Board Pair of Compass	1			
8.	Board Pair of Dividers	1			
9.	Board Set Squares. [45 & 60 degrees].	5			

TABLE V: LIST OF EQUIPMENT IN ENVIRONMENTAL HEALTH MUSEUM

S\NO	EQUIPMENT	QUANTITY	Quantity available	Quantity functional	Remarks
1	Motorized sprayers	1			
2	Knapsack sprayer	3			
3	Fog Machine	1			
5	Compressor Sprayer	2			
7	Ultra Low Volume Sprayer	2			
8	Leg trap	2			
9	Break back	5			
10	Container for mixing of chemical	3			
11	Respirator	3			

12	Eye google	1 packets			
13	Hand gloves	5 PAIRS			
14	Glue board trap	7			
15	Pesticides specimen of various types	10			
16	Masks	6			
17	Model water closet	3			
18	Waste bin bucket (plastic)	5			
19	Model waste bin (wood)	2			
20	Model incinerator	1			
21	Pvc pipe	1			
23	Ceramic bath	1			
28	Wooden model house (2 roof model)	2			
30	Model of water treatment tank	1			
31	Layout model	1			
32	Preserved soil samples	2			
33	Preserved animal specimen (rat)	1			
34	Wooden model of a well	1			
35	Composting chamber model (wooden)	1			
36	Metal tripod stand	1			
37	Wooden board	1			

Endorsement Page

Name of Head of Department:

Rank:

Signature & Date:

Official stamp:

Name of Head of Institution:

Signature & Date:

Official stamp:

