

BASELINE STAKEHOLDER MAPPING

1. PURPOSE

Stakeholder mapping is the process of identifying individuals who influence or are affected by successful implementation of community-wide MDA for STH.

2. RESPONSIBILITIES

All DeWorm3 implementation science team members should understand and follow this SOP during stakeholder mapping. It is the responsibility of the site's Principal Investigator (PI) to ensure that all study staff and implementation science teams comply with this SOP.

3. DEFINITIONS

- 3.1. **Stakeholder:** Individuals who influence or are affected by school-based or community-wide MDA for STH. Stakeholders can be individual people (e.g. STH Programme Manager) or large groups of individuals (e.g. community drug distributors).
- 3.2. **Stakeholder Mapping Worksheet:** A worksheet that helps guide the implementation science team through a systematic stakeholder mapping exercise that identifies stakeholders and describes their influence on successful implementation of community-wide MDA for STH. There are two activities embedded within this worksheet: the Stakeholder Identification Worksheet and the Stakeholder Relationship Worksheet.

4. REQUIRED MATERIALS

- 4.1. Pen/pencil
- 4.2. Pens or markers that are black, blue, red, green, and gray
- 4.3. Stakeholder Mapping Worksheets
 - a. Stakeholder Identification Worksheet
 - b. Stakeholder Relationship Worksheet

5. PROCEDURE

5.1. Stakeholder Mapping Exercise

- a. Site implementation science teams will participate in a full day stakeholder mapping training and exercise. The first half of the day will be a training activity on stakeholder mapping. The second half of the day will be an active stakeholder mapping exercise wherein the Stakeholder Mapping Worksheets will be completed.
- b. Two sets of the Stakeholder Identification Worksheet and the Stakeholder Relationship Worksheet should be completed: one set for the targeted MDA activities and another set for the community-wide MDA activities.
- c. As indicated in the worksheet, teams will also list if there are any existing interventions being carried out by community-based organizations that would impact MDA (e.g. WASH interventions, administering deworming, providing shoes, etc.).
- d. The entire site implementation science team should work together to complete both sets of the worksheets. The team must reach consensus on the completed worksheets before they are deemed final.

5.2. Stakeholder Mapping Worksheet Finalization

- a. Once both sets of Stakeholder Mapping Worksheets are complete, they will be submitted to the site PI for final approval.
- b. After the site PI approves the Stakeholder Mapping Worksheets, they should be scanned and provided to the DeWorm3 central team via email

(deworm3@nhm.ac.uk). They should also be saved locally for the duration of the DeWorm3 trial. The site data manager should enter the data into the SurveyCTO Stakeholder Mapping form.

5.3. Revision of the Stakeholder Maps

- a. Baseline qualitative research or sensitisation efforts may reveal the presence of other overlooked stakeholders or reflect different stakeholder attitudes or influences than those hypothesised during the initial mapping exercise. Once the baseline qualitative research or sensitisation activities have been completed, the implementation science team lead and one team member will meet to review the stakeholder maps and revise them, as directed on the stakeholder mapping worksheet.
- b. A revised map will be re-submitted to the site PI and DeWorm3 central team (via email) for approval.
- c. A second round of revisions will also take place at intervention endline (3 years following the first round of MDA), as directed by the stakeholder mapping worksheet.

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<i>I have reviewed and approve this SOP for implementation.</i>			
Principal Investigator	Signature	Date	
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