

Community Entry Protocol

A step by step guide for approaching a community respectfully and correctly before any CSID research activity begins.

Placeholder content notice: *this document is a structural placeholder prepared for the initial toolkit launch. It will be replaced with the CE4CSID Working Group's final content once supplied by BSHD.*

Purpose

This guide sets out the recommended sequence for making first contact with a community ahead of Climate Sensitive Infectious Disease (CSID) research activity, so that entry is respectful, transparent, and consistent with local protocol.

Who should use this guide

Principal investigators, field coordinators, and any team member responsible for the first point of contact with a community.

Recommended entry sequence

- Identify the correct formal authority to approach first, such as a district office, traditional leadership structure, or local government representative.
- Submit a written introduction of the project, in plain language, ahead of any in person visit.
- Request a formal meeting with community leadership before any household or individual contact begins.
- Confirm which additional stakeholders the community expects to be consulted, such as health committees or youth representatives.
- Agree on a mutually convenient schedule for wider community introduction activities.
- Record the agreed protocol in the project file for reference by the full field team.

Common mistakes to avoid

- Beginning data collection before community leadership has been formally informed.
- Treating a single leader's approval as full community consent.
- Using technical or scientific language in first contact materials.

Related resources

See the Stakeholder Mapping Framework for guidance on identifying who else should be consulted, and the Engagement Plan Template for turning this protocol into a scheduled activity.
