

## SUMMARY OF THE PROCESS:

- 1) One WASH Committee will be responsible for 4 WASH Facilities. The WASH Committee will be composed by Male and Female members so as to guarantee that male and female facilities are equally cleaned. Key members of the WASH Committees are: Female Representative, Male Representative, Secretary and Treasurer.
- 2) Each WASH Committee has already received a initial kits of maintenance (2 snakes to unblock the toilet, 2 long gloves, 6 water taps, 2 wrenches, 6 Teflon, 6 pipe caps) and cleaning tools (1 mop, 2 disinfectant, 2 bleach, 2 gel floor, 2 soft and 2 hard sponges, 1 floor cloth, 1 bucket, 1 toilet brush, 1 plunger, 1 dust pan)
- 3) A monthly cash grant of 400 JD per 4 WASH blocks will be distributed from ACTED in Districts 1,2,12,11,10 and 9. This means that each WASH Committee will receive 100JD/each WASH Facility.
- 4) Only WASH Facilities that are fully functioning and up to minimum standards agreed by the UNICEF and Agencies will benefit from the grant. No money will be given for heavily vandalized facilities .
- 5) Funding will be conditional on the good performance of the WASH committee
- 6) The grant will be distributed by ACTED to WASH Committee Treasurer in front of Male and Female Representatives, secretary and 3 regular members of the Committee.
- 7) The grant will be managed to keep the facility safe and clean; also through purchasing consumable and small spare parts.
- 8) The grant is managed by **WASH Committee Treasurer** who has to receive authorizations for all expenditures from other Committee members.
- 9) If Representative or Treasurer leave the WASH Committee, they have to leave the money and tools to the other members of the Committee.



## WASH Committees Community Engagement in Sanitation of Facilities in Districts 1, 2, 9, 10, 11 and 12



# ACTED



Your environment is created by the people that live here with you. This is your new community and ACTED wants to support you in building trust relationships.

The facilities (bathroom, showers, water points) you share with your community are yours and your community's.

It is your responsibility to support your WASH Committee in keeping them clean and in order. **Please note that no intentional damaged will be replaced by international organization (e.g. rock or diapers in the toilets, stealing of taps or doors)**

Be aware of the value of common properties and work with the rest of your community to make the best out of it.

We acknowledge the very hard situation you are in and we would like to support you as much as we can but **we cannot keep repairing facilities that are deliberately vandalized.**



We believe **WASH Committees** are the best organisms that can guarantee **order and sanitation** of your facilities, but they need the cooperation of the community. It is a collective responsibility.

WASH Committees have been formed from people of your community, including male and female members.

These are the tasks of your WASH Committee:

- 1) Monitoring of WASH facilities and their usage by community: they will report to ACTED malfunctioning but ACTED will not take any action for stealing and vandalism
- 2) Cleaning of toilets and small repairs
- 3) Working with Community to prevent damage and stealing
- 4) Liaising with ACTED District Water Supervisor , to report in case of any problem related to water
- 5) Monitor hygiene practices

ACTED will distribute to the WASH Committee 100 JD per each WASH Facility that is under the responsibility of the Committee.

**This money is not a salary, but it must be used to clean and repair the facility.** Please note that being a member for the Committee is a voluntary service that is not paid.

ACTED collects the name of the members of the Committee so as to have a clear list of members and responsibilities



ACTED will **monitor** continuously the effectiveness of the WASH Committees and the cleanliness of WASH Facilities. Only Committees that keep clean and tidy the facilities and that have clear track of their expenditures with signatures of Male Representative, Female Representative, Treasurer and approval of all members will receive **subsequent grants**. If you have doubts about the way the grant is managed, please contact ACTED.

Please remember that cleaning material and repairs tools were already distributed and will not be distributed again. **It is responsibility of the Committee to use the grant to buy additional material.**

It is important that the toilets and showers are **cleaned at least one time per day** to avoid spreading of diseases.

The tasks of the Committee are vital to the **well being of the community.**