



WASH Sector Meeting Minutes Syrian Refugee Response in Jordan

Meeting Location	UNICEF Office, 2nd floor meeting room	Meeting Date	5th of April, 2016
Chair	Esmail Ibrahim	Meeting Time	10am-12pm
Minutes to be taken by	Rawab Baybars		
Purpose of Meeting	WASH sector monthly meeting		
Next Meeting	3rd of May 2016 at 10am UNICEF office to be confirmed		

1. Summary of Action Points

Item	Action point	Focal Point / Organization
1.	Nominate a focal point from each organization for Service Advisor	All partners
2.	Share the social engineering presentation in Za'atari camp	Eva (UNHCR)
3.	Handover the co-chairing responsibilities to Word Vision International	Pilar (ACTED)
4.	Facilitate a training session on JORISS for partners in the working group	Khaled (UNICEF)
5.	Share WASH key documents list to be uploaded on the web portal	Khaled (UNICEF)
7	Send input for the 2016 Work Plan	All Partners

2. Attendance

No.	Name	Agency	Email	Contact Mobile
1	Esmail Ibrahim	UNICEF	eibrahim@unicef.org	0798608203
2	Simon Opolot	UNHCR	opolots@unhcr.org	0796146042
3	Neil Kerby	UNHCR	nkerby@unicef.org	0796116357
4	Lope Gallego	UNOPS	lopeg@unops.org	0798402546
5	Eva Diaz Ugena	UNHCR	ugena@unhcr.org	0796747692
6	Suheil Almousa	WV	Suheil_almousa@wvi.org	0778653591
7	Leen Khalil	LWF	edu.jor@lwfdws.org	079 7117178
8	Dominiek Benot	NRC	dominiek@nrc.no	0799236158
9	Pierre Dassonville	OXFAM	pdassonville@oxfam.org.uk	0790219624
10	Erik Turner	ACF	dcdprograms@jo.missions-acf.org	0778465150
11	Giulia Pugliese	AVSI	Giulia.pugliese@avsi.org	
12	Junko Nakatsuka	JEN	Junko.nakatsuka@jen-npo.org	0799672506
13	Nahoko Arkai	JEN	Nahoko.arkai@jen-npo.org	0791528268
14	Habib ur-Rahman	UNICEF	hrehman@unicef.org	0795136126
15	Mario Goeb	ACTED	Mario.goeb@acted.org	0798021323
16	Mohammad Miqdadi	LWF	Cneg.jor@lwf.org	0795300167
17	Rawan Baybars	UNHCR	baybars@unhcr.org	0796468541
18	Baha Qanier	JEN	Baha_ahq@yahoo.com	0785453367
19	Francesca Coloni	UNHCR	coloni@unhcr.org	0798185073
20	Roelof Wentzel	WV	Roelof_wentzel@wvi.org	
21	Obayda Hammash	FPEC	info@future-pioneers.org	079717680
22	Khaled Al-Khaled	UNICEF	kalkhaled@unicef.org	079 717 4257



3. Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	5 min
Action points	Review of last meeting action points		10 min
Selection of new co-chair	<p>Two agencies (ACF and World Vision) were nominated for co-chairing to replace ACTED.</p> <p>Presentations from candidates to co-chair the WG along with UNICEF were presented.</p> <p>WV and ACF shared their organizations' activities, the areas they operate in and briefs on the nominees' background.</p> <p>The present partners voted during the meeting. WV got the majority of the votes and was elected to co-chair.</p> <p>Co-chairing will be from April till December 2016.</p>	<p>Roelof (WV) and Erik (ACF)</p> <p>All Partners</p>	15min
Partners Engagement	<p>The importance of attending the monthly sector meetings was discussed and the coordination between implementing partners on sector level was stressed by the sector chair.</p> <p>It was announced that this year; there will be rating for active partners, and criteria on performance and engagement will be put to evaluate the members of the working group accordingly.</p>	Esmaeil (UNICEF)	10 min
WASH Task Forces	The need to re igniting activity of the task forces in the WASH WG was discussed as there is an identified lack of communication between coordination bodies between Amman and Zaa'arti camp, Azraq camp and Host Communities	Esmaeil (UNICEF)	5 min
WASH Sector Representative in the Government TF	<p>There has been a discussion on conducting re-election of the new representative who will be presenting the operational partners (NGOs) with UNICEF and UNHCR in the Government Task Force.</p> <p>Ministry of Water and Irrigation is chairing this task force, and since UNICEF is the sector lead, they are a part of the task force along with UNHCR.</p> <p>Besides UNHCR and UNICEF, partners were asked to nominate new representatives.</p> <p>Oxfam expressed interest to be in the task force,</p> <p>It was suggested to contact Mercy Corps – the former representatives to ask if there is a ToR or any relevant useful documents that would clarify responsibilities and duties for the new representative.</p>	<p>All Partners</p> <p>Pierre (Oxfam)</p> <p>Esmaeil (UNICEF)</p>	10 min
Services Advisor	<p>UNHCR's Coordination and Information Management Unit presented the Service Advisor Database.</p> <p>It was explained how services can be added to the database, and other information required like: location, availability of the service, address, telephone number, intake criteria, etc.</p> <p>Partners were requested to nominate a focal point for the</p>	Giorgi and Majd (UNHCR)	10 min



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	<p>sector, that would be responsible for coordinating with other operational partners and update the services provided on regular basis.</p> <p>It was asked how service advisor is different than Activity Info, and it was clarified that; before, the two databases were linked together, but now, they were separated as the audience for the two databases is different.</p> <p>The information needed for Service Advisor needs to be updated only when there is a change in the service provided. While Activity Info is a reporting tool, where partners' activities are entered monthly.</p>		
Gender Focal Point	<p>Electing a new gender focal point to replace Genevieve from Oxfam was discussed during the meeting.</p> <p>As Genevieve from Oxfam is leaving, partners were asked to nominate a new focal point to help Bushra from ACTED. Oxfam are planning to replace Genevieve and the replacement will join the TF, however this will take some months. So the focal point will fill the gap for a month or two.</p> <p>The importance of WASH in terms of Gender issues was emphasized and the necessity to design activities' framework accordingly was stressed by the Gender Advisor</p> <p>A meeting for the Gender Focal Points Network is scheduled for Thursday the 7th of April.</p>	<p>All Partners</p> <p>Simon (UNHCR)</p>	10 min
Partners Updates	Partners who have updates or highlights were asked to share their activities with the working group:		10 min
UNICEF	UNICEF is facilitating the "WASH in Emergency Training". It will be an intensive one-week training. And invitations will be sent individually for operational partners.	Esmaeil (UNICEF)	
AVSI	<p>AVASI has received fund from the EU for their informal education project.</p> <p>They are planning to implement their 3-year project in Zarqa, Amman, and Aqaba and it is expected to cover 30 schools. Meanwhile, they are still in the process of getting the MoPIC approval.</p>	Giulia (AVSI)	
LWF	Signing the MoU with line ministries has taken almost three months for LWF's hygiene program.	Leen (LWF)	
Future Pioneers	<p>Future Pioneers is a Local NGO working on empowering women, water services and many other projects.</p> <p>Their Water Services interventions are currently under the umbrella of Oxfam.</p> <p>At the time being they are on the first stages in implementing soft components in Zarqa.</p>	Obayda (FP)	
AOB	Joined HQ mission of WASH experts from UNHCR and UNICEF is scheduled to take part between 17 th and 20 th of April.	Francesca (UNHCR)	5 min



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	<p>The mission will start in Jordan and will be extended afterward to Lebanon.</p> <p>Partners will be visited in Zaa'tari and Azraq camps, and they will be asked on their experiences.</p>		