



WASH Sector Meeting Minutes Syrian Refugee Response in Jordan

Meeting Location	UNICEF 2nd floor meeting room	Meeting Date	6th October 2015
Chair and Co Chair	Esmail Ibrahim and Pilar Romero-Ardoy	Meeting Time	14:00-16:00
Minutes to be taken by	Ayub Ahmed and Pilar Romero-Ardoy		
Purpose of Meeting	WASH sector monthly meeting		
Next Meeting	5th November 2015 TBC		

1. Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Fiona and Pierre to send the first draft of WASH strategy to be shared with Ayub by 20 TH October for circulation to all the partners	Ayub (UNHCR)
2.	Draft work-plan for members' projects for 2016 template to be completed and compiled by the next sector meeting	Khalid (UNICEF)
3.	In regard to the gender marker analysis UNICEF will share a sample project to be used by Genevieve and Bushra.	Fiona (UNICEF)
4.	To reach out to MoPIC and request for presentation of JORISS for WASH WG	Khalid (UNICEF)
5.	Fixing on issues related to mailing and circulation of information within the sector	Ayub (UNHCR)
6.	To receive and review comments received for the WASH TOR and share with Ayub	Pilar (Acted)
7	ACF and Mercy Corps to share with Ayub contact details of the focal points for gender from their agencies. Ayub to add to the group list and to pass on this contact details to Genevieve and Bushra. Next meeting to be invited and introduced to all members	ACF/Mercy Corps and Ayub (UNHCR)
8.	Pilar to draft a list of Key documents to put up on the portal for new arrivals to the sector (Pilar to share this list with group for suggestions)	Pilar
9.	Nominated focal points for inter-sectoral linkages (Genevieve for protection, Fiona for health, Pilar, Dominiek and Ayub for Shelter and Hiba for Education) to obtain contacts for sector counterparts through Ayub or Pilar, read the IS linkage compilation document prioritise some activities and agree on a work plan with counterpart before next meeting	Focal points for IS linkage activities
10	Jill Hass to share O&M plan draft with WWN TF and to summon a TF meeting to endorse it	Jill Hass (UNHCR)

2. Meeting Agenda			
Item	Discussion	Focal point/Organisation	Time
Introduction	Brief table round introduction was done to know more about the new members.	Pilar (ACTED)	10 min
Action points review	The action points from previous meeting were reviewed with the members. The WASH strategy formulation is still missing inputs from UNICEF, Fiona will follow up on this and once received it will be shared with Pierre. Resilience component will be introduced into the strategy hence, the final draft will have both refugee and resilience. By 20 th October Fiona will share the first draft of the strategy with the members.	Pilar (ACTED)	15min
3RP Process	Ayub briefed the team about the 3RP process and confirmed that a good number participated in the activity info training for the 3RP appeal process, However, in case a member did not get the chance to participate Ayub and Khalid will give more training	Pilar (ACTED) and Ayub (UNHCR)	15 min



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Item	Discussion	Focal point/Organisation	Time
	<p>and provide the necessary support required.</p> <p>Today 6th October was the first day for appeal process to be online and it will be available till 12th October. Members are kindly requested to plan their time according so that they don't miss the deadline.</p> <p>Pilar showed a projection of the step-by-step guide for the activity with an emphasis on the criteria and what the WASH partners are expected to do.</p> <p>In regard to criteria number 5, members agreed that it will always be UN agency to do the appeal on behalf of the implementing partner.</p> <p>The calendar of the entire process was also discussed and it was very clear to all the members.</p>		
Gender Mainstreaming	<p>Bushra and Genevieve did a great presentation on gender mainstreaming in WASH sector and their interventions. Specific gender roles for men, women, boys and girls were explained. Equal allocation of resources and opportunities to the different gender were explained while consideration tradition and at some point to challenge gender stereotypes.</p> <p>UNICEF volunteered to share a project sample that will be reviewed in the field according to the gender marker to understand whether the project is gender sensitive.</p> <p>While some of the organization nominated a focal person we still have some organizations that did not appointed a focal person. This will be followed up and organize are again requested to nominate focal person for gender mainstreaming.</p>	Bushra and Genevieve (Acted and Oxfam)	15 min
ISWG Linkages	<p>Pilar lead the team in discussing about the priorities and urged members to focus on specific activities that we might be doing at the end.</p> <p>Pilar requested the following;</p> <ul style="list-style-type: none"> a) Suggest and come up with priorities and action points b) Nominate a focal person for the inter-sector linkages <p>Priorities may include to communicate to other sectors and find out the linkages with WASH.</p> <p>About nomination the following members have being selected;</p> <ul style="list-style-type: none"> -Genevieve for protection -Fiona for health -Riba for Education -Pilar, Dominc (With the support of Ayub) For shelter 	Pilar (ACTED)	15 min
Best practice presentation	Because of the interest of time, the agenda item was postponed to the next WASH sector meeting.	Pierre Dassonville (Oxfam)	15min
2 minute briefing on partners activities	Nothing to report since there no or less time to have this briefing form members.	All partners	15 min
AOB	<p>The key documents for the WASH sector will be reviewed and sector will decide on the importance of the documents.</p> <p>The document will be put in one big folder and made available to the members on the UNHCR data portal.</p> <p>Members are requested to share any key documents they may have.</p>	Pilar	5 min