



## WASH Working Group Meeting Syrian Refugee Response in Jordan

Meeting Location	UNICEF conference room	Meeting Date	11 March 2015
Chair Person	Esmail Ibrahim	Meeting Time	14:00-16:00
Minutes Prepared by	Matthew Richard		
Purpose of Meeting	The WASH working group meets every month		
Next Meeting	TBC		

1. Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Attendees of the meeting to be updated on the wash-sector-jordan@googlegroups.com	Khaled AL-Khaled (UNICEF)
2.	Khaled to invite Activity Info focal points to training and indicator review workshop next week	Khaled AL-Khaled (UNICEF)
3.	Matthew to send workplan template for the WASH WG partners to enter information on WASH activities for 2015	Matthew Richard (UNHCR)
4.	WASH partners planning activities for World Water Day (22 March) should meet to discuss further.	WASH partners
5.	WASH in schools taskforce to meet and coordinate projects	Hiba Abu Al-Rob (UNICEF)
6.	Nominated representatives of the WASH WG to attend the first Minimum Expenditure Basket taskforce meeting on 19 March, 10:00am, UNHCR.	Nominated WASH partners
7.	Partners interested in co-chairing the WASH WG should express interest to UNICEF by Sunday 15 March	Esmail Ibrahim (UNICEF)

2. Attendees of the meeting		
Name	Organisation	Contact details
Cristina Majorano	ACF	<a href="mailto:fieldmanager-ir@jo.missions-acf.org">fieldmanager-ir@jo.missions-acf.org</a>
Pilar Romero-Ardey	ACTED	<a href="mailto:pilar.romero-ardey@acted.org">pilar.romero-ardey@acted.org</a>
Craig Tucker	ACTED	<a href="mailto:craig.tucker@acted.org">craig.tucker@acted.org</a>
Jennifer Belad	Handicap International	<a href="mailto:inclusion.manager@jd@hi-emergency.org">inclusion.manager@jd@hi-emergency.org</a>
Yuka Shimoyana	JEN	<a href="mailto:yuka.shimoyama@jen-npo.org">yuka.shimoyama@jen-npo.org</a>
Ghassan Hazboun	Mercy Corps	<a href="mailto:ghazboun@jo.mercycorps.org">ghazboun@jo.mercycorps.org</a>
Mohammed Abu Quty	Oxfam	<a href="mailto:mabuquty@oxfam.org.uk">mabuquty@oxfam.org.uk</a>
Rasha Jaradat	Oxfam	<a href="mailto:rjaradat@oxfam.org.uk">rjaradat@oxfam.org.uk</a>
Elaf Al Qutishat	Save the Children Jordan	<a href="mailto:dafaq175@hotmail.com">dafaq175@hotmail.com</a>
Georges Burri	SDC	<a href="mailto:george.burri@eda.admin.ch">george.burri@eda.admin.ch</a>
Patrice Moix	SDC	<a href="mailto:patrice.moix@eda.admi.ch">patrice.moix@eda.admi.ch</a>
Alex Tyler	UNHCR	<a href="mailto:tyler@unhcr.org">tyler@unhcr.org</a>
Esmail Ibrahim	UNICEF	<a href="mailto:eibrahim@unicef.org">eibrahim@unicef.org</a>
Hiba Abu Al-Rob	UNICEF	<a href="mailto:habualrob@unicef.org">habualrob@unicef.org</a>
Abrassac Kamara	UNICEF	<a href="mailto:abkamara@unicef.org">abkamara@unicef.org</a>
Habib ur-Rehman	UNICEF	<a href="mailto:hrehman@unicef.org">hrehman@unicef.org</a>
Khaled Al-Khaled	UNICEF	<a href="mailto:kalkhaled@unicef.org">kalkhaled@unicef.org</a>
Matthew Richard	UNICEF	<a href="mailto:richard@unicef.org">richard@unicef.org</a>
Fiona Ward	UNICEF	<a href="mailto:fward@unicef.org">fward@unicef.org</a>
Margarettha Siregar	World Vision	<a href="mailto:margarettha_siregar@wvi.org">margarettha_siregar@wvi.org</a>



3. Minutes of meeting	
Item	Discussion
<b>Introduction</b>	<ul style="list-style-type: none"> <li>• Introductions and welcomes to the first WASH WG meeting of 2015.</li> <li>• Attendance recorded at this meeting will ensure an update of WG membership.</li> <li>• Jamal Shah (WASH Sector Coordinator) is on mission in NY for 3 months; for the interim period Esmaeil Ibrahim (Chief of WASH) will act as sector lead.</li> </ul>
<b>Information Management</b>	<ul style="list-style-type: none"> <li>• Khaled Al-Khaled was introduced as the new Information Management Officer for the WASH sector.</li> <li>• Feedback on WASH inputs for February on Activity Info and reminder that reporting deadline is the 9<sup>th</sup> day of each month.</li> <li>• Khaled proposed a training and review workshop of Activity Info reporting and indicators for WASH; all WASH Activity Info focal points encouraged to attend.</li> <li>• A reminder that each partner enters data, it is not done on behalf of the funding agency.</li> <li>• Concerns regarding the duplication of beneficiaries every month. These indicators will be flagged to the sector leads and IMO's so there is no confusion in the data analysis.</li> <li>• Khaled will follow-up with an email inviting focal points to a training next week.</li> </ul>
<b>Presentation of WASH sector dashboard</b>	<ul style="list-style-type: none"> <li>• Matthew Richard presented the WASH dashboard and WASH WG portal page.</li> <li>• The sector dashboards are now interactive and available here: <a href="http://data.unhcr.org/jordan/sectors">http://data.unhcr.org/jordan/sectors</a></li> <li>• The previous dashboards for the RRP6 were static products, published every month. Now the dashboards are interactive and can be filtered and refined based on partner, location, funding type, sex/age, and population type. Monthly reports can also be generated.</li> <li>• Static products will also be produced every quarter with further analysis.</li> <li>• The dashboards are automatically fed by data from Activity Info which emphasises the importance for partners to use Activity Info to report achievements every month.</li> <li>• The narratives for the dashboards are updated by the UNHCR inter-sector coordination unit but highlights from partners are also welcome.</li> <li>• It was suggested that the WASH indicators be reviewed at the workshop next week for the purposes of reporting and clarity on the dashboard presentation.</li> <li>• WASH WG portal page: <a href="http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&amp;LocationId=107&amp;Id=18">http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&amp;LocationId=107&amp;Id=18</a></li> </ul>
<b>Update on JRP</b>	<p>Alex Tyler (Inter-Agency Coordinator) provided an update on the Jordan Response Plan (JRP):</p> <ul style="list-style-type: none"> <li>• The JRP was finalised and launched in November 2014.</li> <li>• The website for the JRP secretariat is: <a href="http://www.jrp.org">http://www.jrp.org</a></li> <li>• The taskforces established by Government though the JRP process are encouraged by UNHCR however the existing sector working groups will remain for coordination purposes.</li> <li>• The taskforces have not met since the planning process last year but will be started again soon. The taskforces aim to meet every 3 months, but lack full NGO inclusion, with only 1-2 represented per taskforce.</li> <li>• The WASH JRP taskforce is divided between camp and off-camp.</li> <li>• The MoPIC project approval process is similar to last year, but now there is an online approvals system. There are still some concerns that the approval process remains complicated, based on experience from last year. Funds should be available before the partner can apply for project approval.</li> <li>• There is a training workshop on Thursday 12 March at noon for all JRP partners who require training on the new MoPIC online system.</li> <li>• All Activity Info data is shared by UNHCR with the JRP secretariat in the raw format.</li> <li>• Mr. Mansour Ali was introduced to the WG, he is working with the Ministry of Water with the objective to develop an operational plan for implementation of the JRP. He will provide oversight of the JRP roll-out until the end of May. He will revise the terms of reference for the WASH taskforce to ensure the inclusion of more partners, plus the private sector.</li> <li>• Mr. Mansour Ali also expressed interest on who is conducting point-of-extraction water quality testing and analysis and requested agencies to provide further information.</li> </ul>
<b>WASH WG workplan</b>	<p>Matthew to send a template for partners to enter in there information on the WASH workplan, based on the workplan recently developed by the Shelter WG. The workplan should be discussed further at the next WASH WG meeting.</p>



<b>Minimum Expenditure Basket taskforce</b>	<ul style="list-style-type: none"> <li>• A taskforce co-led by the Food Security and Basic Needs Sector (WFP, UNHCR, NRC chairing) has been established to create and validate an updated MEB for Syrian refugees living in urban areas in Jordan.</li> <li>• Task to be completed within a maximum of 2 months from the meeting. Update to be provided at the ISWG meeting in May (first Sunday in May).</li> <li>• The first meeting of the MEB Task Force will be on Thursday 19th March at 10:00, UNHCR, and will include a discussion/validation of the remit, draft methodology (based on a draft concept note) and the formulation of a work-plan.</li> <li>• Representatives from each sector are required to attend the MEB taskforce.</li> <li>• Confirmed interests from UNICEF (Hiba Al-Rob) and ACTED (Pilar Ardey), also an interest from WVI and Oxfam (tbc).</li> <li>• Representatives are expected to report back on the MEB to the WASH WG.</li> </ul>
<b>World Water Day - 22 March 2015</b>	<ul style="list-style-type: none"> <li>• World Water Day is on 22 March 2015.</li> <li>• All partners planning activities should coordinate with each other and meet next week to discuss further</li> <li>• Partners planning activities include: ACF, ACTED, WVI, and Oxfam.</li> </ul>
<b>WASH WG Co-Chair</b>	<ul style="list-style-type: none"> <li>• Following an agreement by the NGO forum in November 2014 each sector WG should have a co-chair (non UN). This has been applied across all sectors.</li> <li>• Nominations for the WASH WG co-chair are welcome.</li> <li>• Those interested should express their interest to the Esmaeil by Sunday 15 March.</li> <li>• A meeting will be organised for potential co-chairs to present their capacities for the responsibility which will be followed by voting WG members present at the meeting.</li> <li>• Co-chairs will rotate every 6 months (minimum) ensuring a hand-over period.</li> <li>• UNHCR will organise a 2-3 day coordination training for nominated co-chairs later this year. Individual training workshops 2-3 hours can also be facilitated.</li> </ul>
<b>Update from partners</b>	<p><b>Mercy Corps:</b></p> <ul style="list-style-type: none"> <li>• Zaatari camp borehole 3 to be finished by the end of the month.</li> <li>• New funds received for 4 water infrastructure projects in the host community.</li> </ul> <p><b>UNICEF:</b></p> <ul style="list-style-type: none"> <li>• Zaatari water network taskforce have announced design plans to extend network to the household level. ACTED and Oxfam are at different stages of preparation for the network.</li> <li>• Design of second phase of the water network to be finalised soon.</li> <li>• The Zaatari camp wastewater treatment plant (WWTP) was inaugurated on 3 March.</li> <li>• A contractor has arrived for the construction on the WWTP in Azraq.</li> <li>• Construction of borehole 2 in Azraq camp will completed by the end of March.</li> <li>• WASH in schools: suggestion to start new taskforce to coordinate projects, interested partners include WVI, SDC, JEN, Oxfam, UNICEF (Hiba the focal point for the taskforce)</li> <li>• Fiona Ward introduced to the WASH WG, announced that the UNICEF WASH in schools assessment will be completed soon and will provide an update at the next meeting.</li> </ul> <p><b>Handicap International (HI):</b></p> <ul style="list-style-type: none"> <li>• HI have formulised technical support for external partners, providing training to raise awareness on disability issues, e.g. HI are providing training to ACTED on hygiene promotion for children with disabilities.</li> </ul> <p><b>Oxfam:</b></p> <ul style="list-style-type: none"> <li>• Oxfam in the process of incorporating household level water network design in Zaatari camp.</li> <li>• Projects in the host community are pending MoPIC approval.</li> </ul> <p><b>World Vision International (WVI):</b></p> <ul style="list-style-type: none"> <li>• WVI are waiting for MoPIC approvals for WASH in schools projects in the host community, also approval from the Canadian Development Programme.</li> </ul> <p><b>JEN:</b></p> <ul style="list-style-type: none"> <li>• WASH in schools nationwide assessment in-progress with UNICEF.</li> <li>• JEN are managing existing wastewater removal facilities in JEN districts 3, 4, &amp; 5 of Zaatari camp.</li> <li>• Hygiene awareness sessions are on-going</li> <li>• JEN are involved in a cash-for-work component of the new Zaatari water network project.</li> </ul> <p><b>ACF:</b></p> <ul style="list-style-type: none"> <li>• ACF are implementing projects in Irbid and Ajloun involving the rehabilitation of household level water</li> </ul>



	<p>infrastructure.</p> <ul style="list-style-type: none"><li>• Conducting water conservation promotion in Ramtha district.</li><li>• ACF to coordinate with ACTED on projects in Irbid and Ajloun.</li></ul> <p><b>ACTED:</b></p> <ul style="list-style-type: none"><li>• On-going water trucking in Azraq and Zaatari.</li><li>• Implementation of water network project.</li><li>• Designs finalised for Zaatari wastewater network.</li><li>• Soft- components of WASH on-going in Zaatari.</li><li>• Conducting projects in the host community with UNICEF, plus soft components.</li><li>• Providing WASH services to a small number of informal tented settlements.</li></ul> <p><b>SDC:</b></p> <ul style="list-style-type: none"><li>• SDC have developed a new 4-year strategy for Jordan (2015-18) which outlines SDC projects.</li><li>• Suggested to present progress in a WASH WG meeting later in the year.</li></ul> <p><b>THW:</b></p> <ul style="list-style-type: none"><li>• UNICEF announced that THW are leaving the Jordan operation at the end of March.</li><li>• UNICEF in discussions with THW on hand-over.</li></ul>
<b>AOB</b>	<ul style="list-style-type: none"><li>• UNICEF consultant has finalised a project on GIS mapping of the sanitation and water scarcity situation across Jordan. Report was briefly presented in the meeting and will be circulated with the WASH WG.</li><li>• UNICEF are preparing WASH proposals for the upcoming Kuwait donor's conference.</li></ul>