



WASH Sector Meeting Minutes

Syrian Refugee Response in Jordan

Meeting Location	Zaatari Base Camp- room 2	Meeting Date	2nd of August, 2016
Chair and Co Chair	Esmail Ibrahim and Roelof Wentzel	Meeting Time	10am-12pm
Minutes to be taken by	Maysa Saeidi		
Purpose of Meeting	WASH Sector Monthly Meeting		
Next Meeting	19th of September at 10am - UNICEF 2nd floor meeting room		

1. Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	To work closely on JRP review and simplification the agencies inputs.	UNICEF, WV and UNHCR
2.	Share the IM focal points from all agencies to create IM TF.	Maysa (UNHCR) & Laith (UNICEF)
3.	To share with all agencies how much has been funded from the JRP for WASH sector; (from ActivityInfo how much all agencies received).	Esmail & Laith (UNICEF)
4.	To share the Financial tracking Report with the WG including the WASH Sector financial status.	Maysa (UNHCR)
5.	To include Indicators for WASH in school in the ActivityInfo.	Esmail & Laith (UNICEF)
6.	To follow up on the FAO's update, in terms of the presentation in Zaatari about a biogas plant using waste as feed.	Esmail (UNICEF) & Jill (UNHCR)
7.	To share UNICEF Global Meeting inputs and UNICEF WASH strategy.	Esmail (UNICEF)
8.	To follow up on contacting MC to re-establish the representation of the NGO's in the WASH WG at the level of the Jordan Government.	Roelof (WV)
9.	To share the Sector Performance Survey to the WG (deadline on 25 Aug).	Maysa (UNHCR)
10.	To share the Host Community TF ToR along with the next meeting invitation on 10 th Aug.	Maysa (UNHCR)
11.	To contact Simon Peter Opolot in terms of updating us about the new Gender TF Focal Point; Nancy (Oxfam)	Maysa (UNHCR)
12.	INTERSOS and ACTED to present a 10-minutes- presentation about ITS lesson learnt next WASH WG meeting in September.	(INTERSOS)& (ACTED)
13.	To review the WASH Strategy and provide the Coordination Unit with the feedback (Esmail, Laith, Roelof, Jill and Maysa), by COB Monday 8 August. An email will be sent to the WG to collect their feedback on two points: (1)What you think is needed to finish the strategy; (2) How should we format the strategy in such a way it helps us to direct our efforts and be able to advocate for funds.	Maysa (UNHCR)& All agencies
14.	To share the WASH sector programmatic priorities, in terms of OCHA proposal. An email will be sent to the WG.	Maysa (UNHCR)& All agencies



2. Attendance				
No.	Name	Agency	Email	Contact Mobile
1	Majdi Sunna	INTERSOS	procurement.jordan@intersos.org	0796009385
2	Luca Sangali	INTERSOS	pm.irbid.jordan@intersos.org	0796928797
3	Chris Ringer	ACTED	chris.ringer@acted.org	0798021366
4	Heba Ababneh	Mercy Corps	hababneh@jo.mercycorps.org	0775004070
5	Shumet AMDEMICAHEL	ACF	hodwash@jo.missions-acf.org	0778465104
6	Pierre Dassonville	Oxfam	pdassonville@oxfam.org.uk	0790219629
7	Sawsan Shamasneh	RHAS	sshamasneh@rhas.org.jo	0778484950
8	Rod Brauner	JEN	rodolphe.brauner@jen-npo.org	0798591457
9	Suheil Almousa	WV	Suheil_almousa@wvi.org	0778653591
10	Mike Beeman	WV	michael_beeman@wvi.org	0777148525
11	Roelof Wentzel	WV	Roelof_wentzel@wvi.org	0777441016
12	Esmaeil Ibrahim	UNICEF	eibrahim@unicef.org	0798608203
13	Omar Al Qadhi	UNICEF	omarq@unops.org	0790971578
14	Laith Abu Nawwas	UNICEF	lanawwas@unicef.org	0798682295
15	Divya Sama	UNICEF	dsama@unicef.org	0791369401
16	Jill Hass	UNHCR	HASS@unhcr.org	0796977587
17	Lamis Hamarneh	UNHCR	hamarneh@unhcr.org	0797779014
18	Islam Abu Adas	UNHCR	abuadas@unhcr.org	0797779874
19	Elena Guseva	UNHCR	guseva@unhcr.org	0791369289
20	Maysa Saeidi	UNHCR	saeidi@unhcr.org	0797412943

3. Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	2 min
Announcements	Laith Abu Nawwas, the new IM Officer joined UNICEF and is attending his first WASH WG meeting. Elena Guseva, Associate Inter-Section Coordination Officer, Coordination Unit- UNHCR is attending the meeting.	Esmaeil (UNICEF)	2 min
Last meeting action points	Reviewed last meeting action points and the list was updated.	Roelof (WV)	15 min
Preparation for JRP 2017 – 2019	<p>-In relation to the preparation of JRP 2017 – 2019, there has not been an official instruction from MOPIC yet. Assuming that no major changes is required for preparation. Last year we followed three steps; (1) Comprehensive vulnerability assessment (2) Jordan response plan with annexes, and (3) Agency appeal for 3RP.</p> <p>-UNHCR Inter-Sector Coordination Unit, requested all associates to review the JRP 2016 and what have been the changes during the year including the indicators, accordingly they will communicate with the sector chairs with the changes. The VAF team, will be having a meeting with the JRP Secretariat on the first two weeks of August.</p> <p>-Inter-Agency appeal for 3RP: In October UNHCR will organize an ActivityInfo training, all agencies will be invited. How to elaborate and develop the revising ActivityInfo changes.</p>	Elena (UNHCR)	15 min



3. Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Sector Performance Survey	<p>Yearly the Coordination Unit is conducting a performance survey for feedback and improvement.</p> <p>To access the survey, please visit: http://data.unhcr.org/survey/index.php?sid=74135&newtest=Y&lang=en</p> <p>The token is: user.</p> <p>Deadline is Thursday 25 August, 16:00.</p> <p>If you face any problems or you have questions, please send e-mail to guseva@unhcr.org</p> <p>Results of the survey will be collected, analysed and shared with the ISWG colleagues.</p>	Elena (UNHCR)	5 min
Task Force updates	<p>Minimum Expenditure Basket Task Force:</p> <p>-Will meet next week to finalize the tree and final results will be shared with the WG accordingly.</p> <p>Gender Task Force:</p> <p>-Nancy Mumani is the new focal point for Gender TF, she will be attending next WASH WG monthly meeting in terms of providing the group with the update.</p> <p>-Nancy Mumani, Gender Project Manager -Oxfam nmumani@oxfam.org.uk Tel: +962 79 6988562</p>	<p>Suheil (WV)</p> <p>Pierre (Oxfam)</p>	5 min
WASH Strategy	<p>The final draft was shared with the WG. The TF for this strategy has put a lot of effort in drafting the strategy. However the strategy is not yet finished and the current members of the TF want your feedback on two topics:</p> <ol style="list-style-type: none"> 1. What you think is needed to finish the strategy; 2. How should we format the strategy in such a way it helps us to direct our efforts and be able to advocate for funds. 	Esmaeil (UNICEF)	5 min
Coordination Training participants Feedback	<p>Coordination Skills Training was conducted on 25-27 July at Kempinski Hotel Amman.</p> <p>It was a valuable training for coordinators and coordinators from the field. It contains soft and hard skills.</p> <p>Group working was useful for the training participants.</p> <p>Other colleagues are recommended to attend in the future trainings.</p> <p>Capacity building training will be continued to the WASH WG in the future.</p> <p>A network meeting will be organize by UNICEF this year, UNICEF will try to involve members from the field to attend.</p>	Jill (UNHCR) & Roelof (WV)	5 min
AOB	<p>After the monthly meeting, all partners met some of the refugees and UNICEF has conducted a Community Engagement session at D12, block. ACTED Centre (Apple Centre) for an hour.</p> <p>Refugee's feedback including main challenges and complaints have sent to UNICEF in order to contact the implemented partners for their actions.</p>		60 min