



WASH in Host Community Task Force Minutes of Meeting

Meeting Location	Mercy Corps 3rd floor meeting room	Meeting Date	Wednesday, 10th August 2016
Chair and Co Chair	Heba Ababneh and Shumet Amdemichael	Meeting Time	10:30 am-12pm
Minutes to be taken by	Heba and Shumet		
Purpose of Meeting	WASH in Host Community meeting		
Next Meeting	September 7, 2016		

1. Summary of Action Points from previous meeting		
Item	Action point	Focal Point / Organization
1.	Share a drafted TOR , and Roelof (WVI) to share a simple TOR for SW TF to guide.	Roelof (WV), Heba (MC)
2.	Share Minimum standards for WASH in Host Community	Hiba (UNICEF)
3.	Share Work a plan	Heba (MC)

2. Attendees			
	Name	Organization	Phone number
1.	Divya Sama	UNICEF	-
2.	Tesfay Gebre	UN-Habitat	0799027997
3.	Suhaib Abu Naser	WVI	0777142961
4.	Majdi Sunna	INTERSOS	0796009385
5.	Malak Al-Hajaya	ACTED	0798020959
6.	Shumet Amdemichael	ACF	0778465104
7.	Heba Ababneh	Mercy Corps	0775004070

3. Meeting Agenda			
Item	Discussion	Focal point/Organisation	Time
Introduction	Introduction of all partners	Heba (MC)	10 min
Last meeting A.P.	Review	Shumet (ACF)	05 min
TOR	Review and finalize	All partners	15 min
TF Work plan	Agree on the task force work plan in line with the strategy and projects	All partners	10 min
WASH in HC issues	Discussion on any issues related to WASH in HC.	All partners	15 min
AOB		All partners	05 min



3. Discussion and Action points		
Item	Discussion and Action point	Focal Point / Organization
1.	TOR was reviewed and finalized by the Task force. To be shared with the WASH WG and uploaded to the portal.	Heba (MC) and Shumet (ACF)
2.	Coordinate with UNICEF to get the available Minimum standards for WASH in Host Community	Heba (MC) and Shumet (ACF)
3.	The templates of the Work plan and activities plan was reviewed, and the task force agreed to add an Issues list to address any issues faces any organization while implementing WASH interventions in Host communities. Tefay (UN-Habitat) notified the task force about a summary table of issues on identified and proposed solutions circulated by UNDP/DAO. The table will be shared with the task force. All NGOs to fill the work plan, activities plan and issues list by the end of August.	All partners
4.	WASH in HC issues: Main issue related to the WASH in HC is the communications with other parties (Governmental parties, ..) . Others issues will be addressed by partners using the Issues list template, and will be negotiated in the next meeting.	All partners
5.	To consult with WASH WG to address the criteria of choosing the chair/co-chair and their responsibilities.	Heba and Shumet