



WASH Sector Meeting Minutes

Syrian Refugee Response in Jordan

Meeting Location	UNICEF office - 2nd floor meeting room	Meeting Date	6th of December, 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	17th of January 2017 from 12pm - 2pm UNICEF office - 2nd floor meeting room		

1. Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Share the GBV Guidelines training developed Action Plan with the WASH WG.	Maysa (UNHCR)
2.	Present a brief about the GBV Guidelines training outcomes for WASH Sector with the WASH WG next meeting in January 2017.	(Mercy Corps) & (ACTED)
3.	Presentation on Risk Mapping (disaster risk management for Water & Sanitation- Jordan Situation) next meeting in January 2017.	Dr. Sima (Oxfam)
4.	To share the corrected FTS- Q3 with the WG.	Maysa (UNHCR)
5.	To arrange a presentation about Protection next meeting in January 2017 (result from discussion in WG meeting on 6 December on sharing data from projects in ITS).	Eva (UNHCR)
6.	To share the final WASH in Host Community ToR and MoM of the meeting in November with the WASH WG.	Hebah (MC) & Maysa (UNHCR)
7.	To share the Inter-Sector Linkages documents; for WASH and other sectors with the WASH WG for feedback.	Maysa (UNHCR)
8.	To share the Hygiene Promotion Task force ToR with the WASH WG.	Maysa (UNHCR)
9.	To share the WASH in schools indicators document with the WASH WG.	Esmail (UNICEF) Maysa (UNHCR)
10.	To circulate the ActivityInfo monitoring training invitation with the WASH WG.	Maysa (UNHCR)
11.	To arrange a training on JORISS for WASH WG.	Laith (UNICEF)



2. Attendance				
No.	Name	Agency	Email	Contact Mobile
1	Roelof Wentzel	WV	roelof_wentzel@wvi.org	0777441016
2	Heba Ababneh	Mercy Corps	hababneh@jo.mercycorps.org	0775004070
3	Heba Alhourani	Future pioneers	h.alhourani@future-pioneer.com	0790471216
4	Selina Dahshau	JHAS	nutrition.assistant@jhas-international.com	0776612880
5	Dr. Sima Mostofi Javid	Oxfam	sima.javid@oxfam.org	0790219679
6	Shumet Amdemichael	ACF	hodwash@jo.missions-acf.org	0778465104
7	Bayan Fahhad	JRF	b.fahhad@jrf.org.jo	0797661184
8	Jakub Pajak	ACTED	jakub.pajak@acted.org	0790212715
9	Marion Mouton	ACTED	marion.mouton@acted.org	0796115121
10	Emily Cramer	Operation Mercy	emilycramerd@gmail.com	
11	Nadio Saporiro	TDH	nsaporiro.tdhitaly@outlook.com	0790824632
12	Aya Lafi	IOCC	aalgader@iocc.org	0796140683
13	Ala'a Kurdi	JEN	amman-programme@jen-npo.org	0795478781
14	Arisa Nishida	JEN	arisa.nishida@jen-npo.org	0798349651
15	Esmaeil Ibrahim	UNICEF	eibrahim@unicef.org	0798608203
16	Eva Ugena	UNHCR	ugena@unhcr.org	0796747692
17	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	3 min
Announcements	<p>WASH Co-Chair duration: Continuing to the last discussion made during the previous WASH meeting in November about the WASH Co-Chairing duration. The WASH Co-chairing period will end on February 2017. A new nomination will be done early 2017. The group thanked the Co-Chair for his active and positive impact on the sector coordination.</p> <p>Hygiene Promotion expert recruitment: The recruitment process at UNICEF is ongoing for a HP expert. Till then, UNICEF is not able to provide someone who can lead the HP TF.</p> <p>Gender-based Violence GBV Guidelines training for WASH Sector: The SGBV training was conducted on 16 November for the WASH Sector with 15 participants from ACTED, LWF, Mercy Corps, Operation Mercy, Future Pioneers, ACF, WV and Oxfam. The WASH Sector partners who participated will share the training outcomes. Mercy Corps and ACTED will present the outcomes of the GSBV training next meeting in January 2017.</p> <p>Risk Mapping Workshop: The workshop was held on November 22 and 23 and was organized by OCHA, Jordan Civil Defence (JCD) and the newly established National Centre for Security and Crisis Management (NCSCM). In the workshop representatives were mostly from the government sectors (line ministries) and only Oxfam as an INGO has participated. Dr. Sima was asked to present next WASH meeting in January 2017 a presentation about the risk mapping (disaster risk management for Water & Sanitation- Jordan Situation) including exercises, background, interventions and what could be applied to Jordan. She was nominated to present the WASH WG in the risk management issues and all partners were encouraged to join as well.</p>	<p>Roelof (WV) & Esmaeil (UNICEF)</p> <p>Esmaeil (UNICEF)</p> <p>Esmaeil (UNICEF) & Dr. Sima (Oxfam)</p>	15 min



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Item	Discussion	Focal point / Organisation	Time
Last meeting action points	Reviewed last meeting action points and the list was updated.	Roelof (WV)	15 min
JRP 2017-2019/ ActivityInfo Planning database	<p>JRP 2017-2019: After long discussion between the MoWI and MoPIC. It was requested by MoPIC to reduce the estimation proposed last year. Last year, when the WASH Sector did the proposal budget for three years, it didn't take into consideration the HC and the Berm. The Inter-Agency Coordination at UNHCR tried to discuss the matter of getting the approval on the projects budgets requested, since it was well calculated based on a real needs. MoWI contacted UNICEF today and informed that MoPIC forced to have the requested cuts. UNICEF will work on that will update the WG accordingly. The validation meeting is scheduled for 19 December.</p> <p>ActivityInfo Planning database All partners uploaded their projects on the ActivityInfo but after the cut requested by MoPIC, partners (IM Focal points) might be contacted to make changes of the budget and targets.</p> <p>A training on ActivityInfo monitoring and will be conducted for all partners in January 2017 by UNHCR, it will be on how partners can report on 2017. The invitation will be circulated to the WG before end of December. It was suggested to arrange another training on JORISS as well at same time to all partners.</p>	<p>Esmaeil (UNICEF)</p> <p>Roelof (WV), Esmaeil (UNICEF) & Maysa (UNHCR)</p>	10 min
ITS Location sharing	<p>Locations of ITSs should not be widely available information due to protection issues, also it's not easy to monitor the movements. It's a protection issue that data should remain confidential. It was suggested to ask UNHCR protection colleagues to arrange a presentation about data protection.</p> <p>One of the accidents was happened early, that MCC (donor), had implemented projects in Zarqa for Wastewater, and due to not measure the massive arrival of Refugees and plan for it. The MCC went to UNHCR requesting for the refugee data, but it was requested to submit by written all the information needed by MCC to the UNHCR Representative to facilitate having these information without giving details about refugees; names and contact details.</p>	Roelof (WV), Eva (UNHCR), Jakub (ACTED) & Esmaeil (UNICEF)	5 min
"ISWG sector review 2016-Sector Performance Survey"	Roelof is the focal point to contact Elena Guseva, Associate Inter-Sector Coordination Officer at UNHCR to ensure the WASH WG feedback and its involvement in designing the 2017 Sector Performance Survey.	Roelof (WV) & Esmaeil (UNICEF)	5 min
Inter-Sector Linkages	The inter-sector linkages sheet shared with the present partners of the WASH working group, it was created a few months ago in cooperation with the inter-sector coordination unit and the sector chairs. It could be a component of the WASH sector work planning for 2017. This document presents linkages among WASH and other sectors, achievements, lessons learnt, best practices and challenges. The documents for WASH linkages and other sectors will be shared with the WG for updates. It was suggested to add the linkages between WASH and Shelter.	Roelof (WV) Esmaeil (UNICEF) & Maysa (UNHCR)	10 min
UNICEF updates	<p>Sustainable Development Goals (SDGs): The Strategic Development Goals (SDGs) are 17 goals, WASH has one goal (goal 6). Goal 6 has 11 indicators and 6 activities. The 6 sub goals are water, sanitation, environment, etc. Jordan is one of the model countries in the area used for the SDGs. MoWI is leading/chaired the WASH group to compile the SDG 6. Process is ongoing.</p>	Esmaeil (UNICEF)	5 min



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Update from Task Forces	Hygiene Promotion: Eva (UNHCR) will be chairing the Hygiene promotion TF, till UNICEF recruit an expert. The ToR to be shared with the WG.	Eva (UNHCR)	10 min
	WASH in Host Community: Final ToR to be shared with the WG along with the MoM for November meeting. No meeting will be conducted in December, all partners are requested to share their priority list with the NGOs.	Hebah (MC)	
	WASH in Schools: During the last TF meeting, GIZ presented the lessons learnt. UNICEF shared with the TF the updated WASH in school standards (Booklet). The booklet includes three initiatives: (1) How we classify/categorize schools base on WASH facilities, (2) What should be the important elements of WASH in any school, and (3) the Cost and bill of quantities. Also it was discussed not miss the WASH in school at the SDG as indicator. The indicator document to be shared with the WG.	Esmail (UNICEF)	
	VAF for WASH: The final validation for the global VAF was scheduled on Monday 12 Dec, but it was cancelled.	Eva (UNHCR)	
	Information Management: Meeting in December is postponed to be held on 12 January 2017 at UNICEF office - 2nd floor meeting room from 12pm – 2pm (CHANGE).	Maysa (UNHCR)	
	Solid Waste Management: Working on identifying where UNICEF, Oxfam, JEN and ACTED have spent the money on Solid Waste in specification in Zaatari.	Roelof (WV)	
	Gender: Gender TF is finalizing a draft of the gender analysis report. The report will be shared with the WG in January 2017 for feedback.	Roelof (WV) & Arisa (JEN)	
AOB	<ul style="list-style-type: none"> It was decided to invite one NGO each month to present during the meeting a brief about their agency, scope of work, services, etc. International Orthodox Christian Charities (IOCC) presented a brief about their work, mainly on hygiene promotion, they are distributing anti-lice kits, in partnership with JHAZ, urban and the camps. In addition to implement young child feeding sessions in HC, and distributes small hygiene promotion kits. The next meeting will be held on January 17th, 2017 at UNICEF office - 2nd floor meeting room from 12pm – 2pm (CHANGE). 	Roelof (WV) & Esmail (UNICEF) Aya (IOCC) Esmail (UNICEF)	3 min