

MINUTES OF MEETING
WASH SECTOR TECHNICAL WORKING GROUP
ERBIL – KURDISTAN / 21 NOVEMBER 2013

Venue	Directorate of Surrounding Water - Erbil
Time	10 am to 12:45 am
Contact	DENIEL KARINE / Mobile phone: +964 (0) 7504166828 / Email: wash.coordination.iraq@gmail.com
Participant	ACF, DoSW Erbil, DRC, French Red Cross, KURDS, NRC, PU-AMI, Qandil, Relief International, SAVE THE CHILDREN, UNHCR, UNICEF, WHO
Chairing	KARINE DENIEL, WASH SECTOR Coordinator UNICEF
Support for Minutes	FERNANDO MARIN WASH UNHCR

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Action Points	Responsible	Deadline
Revision of WASH Technical guidelines and design and diffusion to the WASH Sector group (Erbil and Dohuk)	UNICEF (Ali Ayub) and UNHCR (Fernando Marin)	26 th of November
Meeting on technical guidelines : agreement on updated technical guidance	UNICEF (Karine Deniel)	27 th of November
Calendar for 1 st meeting at camp level for Erbil governorate	UNICEF (Karine Deniel) AND UNHCR (Fernando Marin)	24 th of November
Draft of ToR for the WASH Sector meeting at camp level to be shared to partners for comments	UNICEF (Karine Deniel) AND UNHCR (Fernando Marin)	25 th of November
Draft of 2W (Who, Where) per camp	NRC (Yenti), DRC (Sidonie), Anna (Kurds) and Saifuldeen (Relief web)	24 th of November
Sharing Weekly Epidemiological Bulletin and Diseases cases definition	WHO (Mr Hamasha) and UNICEF (Karine Deniel)	24 th of November
To include POLIO session for the next meeting	WHO (Mr Hamasha) and UNICEF (Karine Deniel)	5 TH of December
Creation of Hygiene Promotion Sub Technical Group in Erbil Visit the Directorate of Health (Preventive Department) to recommend their participation Include UNICEF C4D department for harmonization of messages TTHP from Domiz to be included (Discussion to be hold with Domiz camp) Desk review of HP documents produced in KRG/ Sharing IEC materials	WHO (Mr Hamasha) and UNICEF (Karine Deniel)	5 TH of December
Sharing by-weekly report on Water quality	WHO (Mr Hamasha)	When produced
4W matrix for the camps in the KRG response	UNICEF (Karine Deniel)	15 th of December
Sharing contact of the focal point in the DoH for Water Quality	WHO (Mr Hamasha)	25 th of November
To include a session on information sharing for next meeting (Activity Info, drop box?)	UNICEF (Karine Deniel)	5 TH of December
Preparation of workshop “From RRP 5 to RRP6” WASH Sector, KRG response	UNICEF (Karine Deniel)	Before Christmas
Elaborate a matrix of for needs and capacity of hygiene kits distribution for the KRG response	UNICEF (Karine Deniel) and Save the Children	27 th of December
Ensure participation of ERC, ACTED, DOSS, and DoH to the next meeting	UNICEF (Karine Deniel)	5 th of December
Sharing the updated layout and sit planning maps with the WASH actors	UNHCR (Fernando Marin)	25 th of November

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Session	Summary
Follow up of actions points from previous meeting	<p>Validation of the previous minutes</p> <p>Validation processes for minutes of meeting have been agreed:</p> <ul style="list-style-type: none"> - Chairing partner will send the first draft to the participant (24/11) - Partners will give feedback (26/11) - Chairing partner will include comments and send to the WASH Sector Technical Working Group participants (28/11) - Validation in plenary (5/12)
WASH coordination at camp level	<p>Partners highlighted the need to establish WASH sector meeting at camp level. The quality of the meeting will significantly affect continuing attendance and efficiency of these coordination mechanisms. The time and venue for this meeting would be important to ensure the participation of the decision makers.</p> <p>It was advocate strongly for government involvement, and the representation of refugees in this meeting. Translator will be then essential. The roles of UNICEF facilitators and their support in this coordination system were also highlighted by partners.</p> <p>Decisions: UNICEF and UNHCR will draft the ToR of this group, and the agenda of the first meeting. Focal partner (NRC= Kawergosh, KURDS= Basirma, Relief International = Darashakran and DRC= Qustapa) will be sending a draft of the WASH actors present in the respective camps, to ensure their participation to the first meeting. Relation with the camp management level will be done by UNHCR, to ensure that decision and representation of the WASH sector meeting at camp level is endorse at camp management level.</p>
Water borne diseases update (Presentation from Dr Rebaz Lak)	<p>0 cases of cholera</p> <p>Trends seemed to decrease in camps for Acute Watery Diarrhea</p> <p>Cases of Jaundice in Kawergosh, Anbar and Darashakran (Hepatitis A confirmed, not Hep E)</p> <p>Polio: Cases confirmed in Syria, 0 cases in KRG</p> <p>Decisions: Sharing weekly epidemiological data Sharing guidelines on hepatitis A</p>
NRC (Yenti Effriyanti)	<p>Presentation of the response in Kawergosh (Hep A)</p> <p>Reinforcing water quality monitoring from the source to household level (FRC monitoring). This includes the training of the water truck drivers in the use of pool tester.</p> <p>Reduce open defecation by increasing latrines coverage and identifying key risks areas, and reinforcing the cleaning of latrines</p> <p>Reinforcing hygiene promotion</p> <p>Challenges: Identifying household and individuals at risks on daily basis because lack of coordination between WASH and Health actors.</p>
Gap Analysis (4W matrix)	<p>UNICEF, WASH Sector Lead, highlighted the need to launch a gap analysis for the camps, and the existing data have to be updated, and the reporting systems attempted in the past failed. This was</p>

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<p>FROM RRP5 to RRP6 (UNICEF Ali Ayub)</p>	<p>acknowledged by the participants.</p> <p>Decisions: The 4W gap analysis exercise will take place in the camp. UNICEF will draft the list of data to be collected. Deadline: 15th of December 2013</p> <p>RRP 5 Process against Target: For Hygiene Promotion and water access: 92% For Sanitation access: 65%</p> <p>RRP6 Target: 400,000 people</p> <p>Evaluation of RRP5 UNICEF, WASH Sector Lead, proposed to conduct a workshop for the lessons learnt of RRP5. Participants felt that the process was not enough consultative and few of the current staff have been involved. Therefore, the workshop would not be very productive. It was then proposed to merge RRP5 lessons learnt and preparation of RRP6. UNICEF highlighted the need of involving WASH partners in the preparation of this workshop. However, none agencies volunteers</p> <p>Decisions: One workshop would be held before Christmas “From RRP5 to RRP6”, with the 3 governorates. WASH partners should come back to confirm their involvement in the preparation process.</p>
<p>Challenges and tasks to foreseen for upcoming events</p>	<p>Hygiene kits: The definition of hygiene kits composition and consumables is unclear for the following months. UNICEF family kit = 2 months UNICEF Adult kit= 1 month UNICEF Baby kit = 1 month</p> <p>Domiz camp proposed a top-up kit to be distributed on monthly basis, this could be shared amongst the partners. A matrix should be designed for gap analysis, this will also include the partners capacity to distribute. There is a need for standardization, to ensure that refugees receive the same in all camps.</p> <p>Decisions: Save The Children and UNICEF will design the matrix UNICEF will link with Domiz hygiene Promotion technical working group</p> <p>UNICEF facilitators: The role of the UNICEF facilitators present at camp level is unclear from the WASH partners. UNICEF explained that they have a monitoring role (daily basis) regarding the WASH activities in the camp, and also technical supervision of UNICEF private contractors, when it is the case.</p>

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Closure of the meeting	<p>Site planning: WASH partners, including the Directorate of Surrounding Water do not have access to the latest layout and site planning. UNHCR will the dropbox link.</p> <p>Next meeting will be the 5th of December, 10 am.</p>
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