

MINUTES OF MEETING - WASH SECTOR TECHNICAL WORKING GROUP
ERBIL – KURDISTAN / 27 FEBRUARY 2014

Venue	Directorate of Surrounding Water, Erbil
Participant	ACF, KURDS, DRC, UNHCR, Save The Children, DoSW, WHO, Relief International
Absence	UNICEF
Chairing	Adam THOMAS, WASH SECTOR Coordinator UNICEF Mobile phone: +964 (0) 7809264824 / Email: wash.coordination.iraq@gmail.com
Agenda	Welcoming and objectives of the meeting Follow up of actions points from previous meeting WASH Sector coordination updates WASH Key sector indicators Round table partner

Review of Action Points

Previous Action Points	Responsibility	Deadline	Status
Elaborate a matrix of for needs and capacity of hygiene kits distribution for the KRG response	WSC (<i>WASH Sector Coordinator</i>) and Save the Children	27/12/2013	Done
Sharing the updated layout and sit planning maps with the WASH actors	UNHCR		Done
Create/update WASH profiles of the 4 camps of Erbil governorate	WSC	13 March 2014	Ongoing

Action Points	Discussion points/Decision/Action	Responsibility	For
Share the updated 5Ws table and the Sector Indicators with partners	To facilitate the use of new 5W reporting format, sector will transfer data for camps to the new table and partners will use this to report. Format for the WASH sector indicators will be developed and shared with partners. First reporting on the sector indicators will be for February.	WSC	5 March
Seek clarification from UNICEF on the issue of delays in handover to government counterparts	Delays in handover can result in gaps in O&M	WSC	13 March
Share the hygiene kits and equipment matrix.		WSC	5 March
Form IDP and NonCamp TWG		WSC	5 March

Summary of the sessions

Session	Summary
Emergency Response Fund	Preliminary recommendation have been made with each individual organization being contacted. (FRC, PWJ, PU-AMI, Harikar, KURDS). At this stage positive feedback to all WASH proposal, however, final official notifications have not been issued. Thanks to all participating partners, including the DOH. The consultant is working very hard and

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WASH Baseline	we expect a draft report by the 9 th March. It will be shared to participating partners for comment. A final report will follow, as well as a presentation.
Equipment/hygiene kits Matrix	<p>Need to improve the planning and tracking on HK. Sector will ensure to include HK matrix as part of monthly reporting, compile for all and share it back to partners for planning purposes.</p> <p>Equipment needs matrix should also be updated as it has been a few months. WSC will circulate.</p> <p>All these documents will be shared on the drop box.</p>
Monthly reporting, WASH CAMP Profiles	<p>For 5W reporting, agreed that we will continue to compile data at the camp level by the focal points. Focal points, will then submit to the Sector Coordination team (adam and atheer) for compiling. Deadline for submission to the sector is the 10th of each month.</p> <p>The Sector will compile and share with partners by the 15 of the month. The information will be used to identify gaps, regional and country level reporting and to update WASH camp profile. The Sector will take the responsibility to update WASH camp profiles. It will be shared by to each partner and be put on the dropbox, and if possible, the portal.</p>
O&M	<p>The main issue around operations and maintenance centers around the “dead-time” from the end (completion of project) and the handover to government. There have been many of these gaps and O&M has become an issue. If this is a procedural reality then how can we better plan for these gaps.</p> <p>In terms of O&M, if there are some emergency O&M situation, ACF has a rapid response mechanism, however, this is really meant to address emergency issues not arising from lapses in planning.</p>
Sharing Action Plans between partners	<p>It would be helpful for partners to share their plans/strategies with other partners. It is particularly important for the larger actors, Govt, UNHCR, UNICEF to share with NGO partners, but also visa versa.</p> <p>The Sector should also develop its plan (maybe for the rest of the year, with a focal on benchmarks for the next 6 months).</p>
Policy on Hot Water.	There is no consensus or generally agreed upon approach to the provision of hot water. It is becoming less of an issue as we pass the winter month, but an agreed upon approach is still valid and should definitely be in place before the next winter.
IDP and Non Camp	Preliminary contingency planning has been done. Need for more emphasis and clear planning. Should form technical working groups to detail out clearer way forward.
Closure of the meeting	Next meeting to be confirmed