



**Hygiene Promotion Technical working group Meeting Minutes
Bhamo, Kachin state**

Date: Wednesday 21st March 2018

Venue: SOLIDARITES INTERNATIONAL office, Bhamo, Kachin State

Time: 10:00 am- 11:30 am

Agenda:

Time	Topics
10:00 am- 10:05 am	Welcome and self-introduction by all participants.
10:05 am- 10: 45 am	Technical presentation about current hygiene promotion activities by each organization including constraint and challenges. (by KBC, KMSS, Metta,SI) (10 minutes presentation)
10:45 am- 11: 10 am	Way forward for year 2018 and 2019. <ul style="list-style-type: none"> • Hygiene kit strategy mainly focused on sanitary pad. • Cluster wise KAP survey
11: 10 am- 11:20 am	TOR adaptation and getting suggestion on future meeting agendas, meeting results
11:20 am- 11:25 am	Any suggestion, comments, key issues and agree to next meeting date, venue and time.
11:25 am- 11:30 am	AoB

Participants List

No.	Name	Position	Organization	Email address	Contact Number
1	Karen Hla Dee	Assistant Program coordinator	KBA- BD Zinlum	jamekd@gmail.com	09 404054315
2	Lu Lu Zin	HP supervisor	KBA- BD Zinlum	-	09 422793280
3	J Tu Htoi	WASH Program coordinator	KBA- BD Zinlum	-	09788038591
4	Roi Seng Ra	Program officer	KBA- BD Zinlum	roisengnangzing@gmail.com	09770308234
5	Khin Lat Hlaing	Area coordinator	Metta	khinlatthlaing2017@gmail.com	09265359740
6	Tin Tin Oo	Facilitator	Metta	-	09264326593
7	Sanda Lwin	WASH officer	UNICEF	slwin@unicef.org	09970492182

8	Aye Win	WASH Specialist	UNICEF	awin@unicef.org	-
9	Myat Linn Hlaing	WASH Program Manager	SI	bmo.wash.pm@solidarites-myanmar.org	09 442163479
10	Kay Thi Khaing Myat Thu	WASH Activity Manager	SI	bmo.was.am@solidarites-myanmar.org	09 427476419
11	Roi Nu	HP officer	SI	nunu2009@gmail.com	09 254728598
12	Htoi Raw	HP supervisor	SI	tsawmnya02@gmail.com	09 400057278

Minutes

Topic 1: Introduction	
Summary of discussions	<p>Sharing of agenda. Presenting current hygiene promotion activity in respective camps by each organization Way forward for year 2018 and 2019 – Hygiene kit strategy and KAP survey TOR adaptation and getting suggestion on future meeting agendas, meeting results. AOB</p>
Topic 2 : Technical presentation about current hygiene promotion activity	
Summary of discussions	<p><u>SI:</u></p> <ul style="list-style-type: none"> • SI presented a brief power point presentation about current Hygiene promotion activities in the camp and school in area of Bhamo and Lwewel. • Camps <ul style="list-style-type: none"> ○ PHAST methodology has been used for regular HP activities (HP sessions, MCC, HH card monitoring, weekly planning) ○ Recruited WASH working group (HP and WATSAN) in each camp under the supervision of SI hygiene promotion agent. ○ Mobilization sessions led by WWGs and PHAST Leaders ○ Global Events (GHWD, WWD) • Distribution <ul style="list-style-type: none"> ○ Distributions incentive soaps scoring by HH card (3 body soap and 6 laundry soaps per HH by quarterly) ○ Distribution of handwashing soaps for handwashing station(5 soaps per HWS per month) • WASH in School <ul style="list-style-type: none"> ○ Thant Shin Star Approach ○ Use CHAST tools ○ Hygiene Promotion Sessions in the class ○ MHM FGD and Sessions ○ Sanitary Kit distribution, Soaps for HWS Distribution ○ Global Hand Washing Day event in School <p><u>Metta (Bhamo):</u></p> <ul style="list-style-type: none"> ○ Metta is working at 12 camps in Bhamo and Laiza area. ○ 4 Hygiene promoters and 5 volunteers were recruited for HP activities. ○ HP activities are working with conducting HP session monthly. ○ Solid waste has managed by TDC in Man Si and Momouk camp. In Bhamo camp, Metta still coordinate with TDC Bhamo. <ul style="list-style-type: none"> • Distribution <ul style="list-style-type: none"> ○ Hygiene Kit Distributions with voucher system, cash transfer approach at all Metta intervention area. <p>WASH cluster:</p>

	<p>WASH Cluster Coordinator indicated that WinS activities have been launched in Ho Pin with Unicef and education department by using 3 stars approach since 2017. In state level, Education department has WinS focal person and as organization who implementing WinS project should be coordinate with WinS focal person to make sure the same approach and star grading.</p>
<p>Topic 3 : Way forward for year 2018 and 2019 – Hygiene kit strategy and KAP survey</p>	
<p>Summary of discussions</p>	<p>Hygiene Kit distribution,</p> <ul style="list-style-type: none"> • Metta will continue the Hygiene kit distribution as voucher system. • Sanitary pad and soaps will be nonnegotiable items for Hygiene kit. <p>KAP survey,</p> <ul style="list-style-type: none"> • To share the KAP survey of each organization to Cluster. • KAP survey to be done at least once a year.
<p>Action Points</p>	<ul style="list-style-type: none"> ➤ ToR to be adapted and shared to the HP TWG members and clusters. ➤ Creation of HP TWG email group by WASH cluster to share information of the HP related activities progress update and photos ➤ Come out yearend newsletters or human interested letter concerning the hygiene promotion activity. ➤ Gather HP IEC from the partner and share. ➤ Organized HP TWG at the same day with WASH cluster meeting. ➤ Organized the HP TWG Bhamo and Myintkyina alternatively. ➤ Invite Public health department to participate in HPTWG.