

**Kachin WASH Cluster, Myanmar**  
**Minutes of WASH Cluster meeting – Bhamo**
**Date:** Tuesday, 10<sup>th</sup> September 2019

**Venue:** SI Office, Bhamo

**Time:** 09:00 am – 10:30 am (1:30 hrs)

**No. of participants:** 11 (3 INGO, 3 LNGO, 4 Government and 1 UNICEF)

**Number of Agencies:** 8

**Participants list of cluster meeting (Bhamo)**

Organisation	Name	Position	Phone	Email address
UNICEF (Myitkyina)	Han Min Htet	WASH Officer	09440224018	<a href="mailto:hhtet@unicef.org">hhtet@unicef.org</a>
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DoPH (Bhamo)	U Nay Win	Township Health Assistant - 1	09440673119	Co: <a href="mailto:mngmhtay204@gmail.com">mngmhtay204@gmail.com</a>
SI (Bhamo)	Mariangela D'ADAMO	WASH Project Manager	09 783218859	<a href="mailto:bmo.wash.pm@solidarites-myanmar.org">bmo.wash.pm@solidarites-myanmar.org</a>
SI (Bhamo)	Lawrence Kyaw Zeyar Lin	WASH AM	0943205348	<a href="mailto:bmo.was.am@solidarites-myanmar.org">bmo.was.am@solidarites-myanmar.org</a>
SI (Bhamo)	Htoi Raw	HP Supervisor	09400057270	<a href="mailto:bmo.hpsup@solidarites-myanmar.org">bmo.hpsup@solidarites-myanmar.org</a>
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**Agenda**

1. Introduction
2. Follow-up action on previous meeting minutes (July 2019 - Action Points)
3. WASH Technical Working Groups 2019; Hygiene Promotion TWG (SI), Desludging SoP produced by TDA
4. Camp running costs operation guideline (WASH running costs)
5. Activity gaps/ Funding gaps in Kachin IDPs based on Q2.
6. Resettlement, relocation, and reintegration update in Kachin IDPs (Mapping)
7. Water quality surveillance and monitoring (Quarterly test result from camp by camp)
8. AOB (e.g. Emergency response (Natural disaster), Training opportunity, 4Ws indicator, Global Handwashing Day, Next cluster meeting, etc.)

**Minutes:**

<b>Topic 2: Follow-up action on previous meeting minutes (July 2019 - Action Points)</b>	
Summary of discussions	<p>Discussion: WASH cluster partner followed on action points;</p> <ul style="list-style-type: none"> <li>• HP TWG (ToR) will be finalized and circulate to WASH cluster member by SI.</li> <li>• After WC meeting, TWG meeting will organize by SI every two months in Bhamo.</li> <li>• SI will invite to partners for member nomination in TWG core member who have willing to participate in activity.</li> <li>• WASH cluster create HP TWG member mailing group to route good communication channel.</li> <li>• WASH cluster partners will send shatter update information on timely if there any emergency case appear through camp-based volunteer.</li> <li>• WASH partners can be request emergency (contingency) items from DRD through by WASH cluster endorsement.</li> <li>• WASH cluster have to follow up resettlement and relocation update with CCCM cluster.</li> <li>• Camp closure and R&amp;R update version will complete by DDM and WASH cluster will follow up on next month at Myitkyina.</li> <li>• WASH cluster collect the result of WQ data; Water source and Tap stand network result from each of agencies and promote WQ analysing training on August.</li> <li>• Coming September, SI will explain the result of WQ surveillance and monitoring pilot project.</li> <li>• WASH cluster have to deal with ICRC for filling the gaps of WASH services; water pump running costs, waste management support costs.</li> <li>• WASH cluster inform to CCCM about Pan Hkaw Yang camp was covered by KBC-Bmo.</li> </ul>
Action Points	<ul style="list-style-type: none"> <li>❖ SI manage to complete HP TWG (ToR) and circulate to WASH cluster member in this quarter, for inviting TWG member and create mailing lists.</li> <li>❖ After the cluster meeting, HP TWG 1<sup>st</sup> meeting will start today (10.9.2019).</li> <li>❖ WQ analysing training provided by WASH cluster team (UNICEF) on 27-28 Aug 2019.</li> </ul>

<b>Topic 3: WASH TWG 2019; Hygiene Promotion TWG (SI), Desludging SoP produced by TDA</b>	
Summary of discussions	<p>Discussion: WASH Cluster and SI lead on following discussion points;</p> <ul style="list-style-type: none"> <li>• Desludging Technical Working Group leading agency (OXFAM) handed over to WASH cluster that WASH project phase was ended on last month. OXFAM already shared Desludging SoP to WASH cluster.</li> <li>• The final version of HP TWG (ToR) is completed by SI and explain detail activity plan. <a href="#">..\201910\HP TWG\20190916 HP TWG ToR FINAL.pdf</a> (please right click to Open Hyperlink) see for more details...</li> </ul>
Action points	<ul style="list-style-type: none"> <li>❖ WASH cluster share Desludging SoP (by TDA) to partners and have to select new leading agency for desludging TWG on next cluster meeting at Myitkyina.</li> <li>❖ WASH cluster partners are fully recommended on KBC-HDD (MKN) for leading desludging TWG.</li> <li>❖ After TWG meeting, SI will invite new member and circulate final HP TWG (ToR).</li> </ul>

<b>Topic 4: Camp running costs operation guideline (WASH running costs)</b>	
Summary of discussions	<p>Discussion: WASH Cluster lead on following discussion points;</p> <ul style="list-style-type: none"> <li>• WASH cluster prepared the details WASH running costs of Camp Running Cost (CRC) Guidelines for CCCM cluster partners and Camp Management Committees through discussion with UNHCR in last month.</li> <li>• Regarding the result, there have six purpose for WASH running costs; Desludging, Fuel/electricity for pumping water, Repairs and maintenance of WASH facilities, Solid waste</li> </ul>

	<p>disposal charges, Rain/ Waste water drainage, Meter Box and wiring installation for WASH purposes.</p> <ul style="list-style-type: none"> <li>• <a href="#">..\..\Camp profile\Camp running cost Operational Guideline Feb 2019 Draft Kachin (1).doc</a> (please right click to Open Hyperlink) see for more details...</li> </ul>
Action points	<ul style="list-style-type: none"> <li>❖ WASH implementation agencies could not able to share on Miscellaneous costs due to funding and existing activities.</li> <li>❖ Agencies are following up on WASH running costs for effective purpose of use by monthly.</li> </ul>

**Topic 5: Activity gaps/ Funding gaps in Kachin IDPs based on Q2**

Summary of discussions	<p>Discussion on WASH cluster partner on following points;</p> <ul style="list-style-type: none"> <li>• Loi Mauk Yan School (32 students and 5 teacher). There have latrine 3 unit (gender segregate), 1 Gravity Flow pipe line and Garbage collection pit. Headmaster request Drinking water filter, handwashing station and garbage collection tools.</li> <li>• Hpa Gi Shlatt Boarding School (Daw Hpon Yan) have 26 students and 1 teacher. There have 1 Hand dug well (domestic), 2 latrine and 2 bathing room (gender segregate), and 1 garbage collection pit. They need drinking water points or filter system, new latrine and garbage collection tools.</li> <li>• WASH in school in Emergency activity were gaps in Bhamo area.</li> </ul>
Action points	<ul style="list-style-type: none"> <li>❖ SI will follow up on need assessment of activity gap area; Loi Mauk Yan and Hpa Gi Shalatt in this month.</li> <li>❖ WASH agencies have to share the update information of WASH in school in emergency activity at TLS, School, boarding school from Bhamo area.</li> </ul>

**Topic 6: Resettlement, relocation, and reintegration update in Kachin IDPs (Mapping)**

Summary of discussions	<p>Discussion: WASH cluster partner on following points;</p> <ul style="list-style-type: none"> <li>• Ta Gon Tin camp (HH-20, PP-95) move to Shwe Kyi Na camp. DRD provide NFI kit and food (rice, Oil, salt and bean).</li> <li>• Lizu camp (Hh-33) will relocate to new site (2, 3, 5 mile) after electricity supplied in this quarter 2019.</li> <li>• There are 85 HH from different camps move to Yae Khu Man Khan village, resettlement site and SI covered WASH activities.</li> <li>• From Momauk-Mandalay Monastery; 3 HH move to Lon Jar village and 1 HH move to Nant Hlaing village but 1 HH will not relocate yet.</li> </ul>
Action points	<ul style="list-style-type: none"> <li>❖ WASH partners have share update R&amp;R information to cluster and will combine in Mapping agreed with cluster members.</li> <li>❖ Return and Resettlement for Kachin Guide line will be completed by DDM (Kachin), and WASH cluster will share after received.</li> </ul>

**Topic 7: Water quality surveillance and monitoring (Quarterly test result from camp by camp)**

Summary of discussions	<p>Discussion was led by SI and cluster officer on following points;</p> <ul style="list-style-type: none"> <li>• Water quality testing and analyzing pilot project is ongoing process at 16 camps from Lwegel and 4 camps from Bhamo by SI.</li> <li>• SI have scheduling WQ pilot testing for next 3 months in Bhamo and Lwegel camp.</li> <li>• WASH cluster partners are making progress on Water Quality Testing in targeted camps by quarterly basis.</li> </ul>
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Action points	<ul style="list-style-type: none"> <li>❖ WASH cluster need to share Sanitation Inspection (Myanmar translation) and WQ testing update format what was agreed on WQ analysing training.</li> <li>❖ WASH agencies need to submit WQ result to WASH cluster by regularly.</li> </ul>
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<b>Topic 8: AOB (e.g. Emergency response (Natural disaster), Training opportunity, 4Ws indicator, Global Handwashing Day, Next cluster meeting, etc.)</b>	
Summary of discussions	<ul style="list-style-type: none"> <li>• WASH cluster would appreciate on SI organization for quick emergency response to flood affective people from Bhamo and Shwe Gu tsp through Government approval.</li> <li>• Excel Advance training will be organized on 23<sup>rd</sup> – 25<sup>th</sup> Sept 2019 at Myitkyina by IM Officer, UNICEF.</li> <li>• Sketch up drawing and basic construction training will be on November 2019 by WASH Cluster.</li> <li>• Q3 - 4Ws report will submit to WASH cluster.</li> <li>• Global Handwashing Day Event is 15<sup>th</sup> October 2019.</li> </ul>
Action points	<ul style="list-style-type: none"> <li>❖ WASH cluster will send training invitation letter of Excel Advance Training to cluster partners on this week and 35 participants allowed to attend due to estimation.</li> <li>❖ WASH cluster share Q3 (4Ws, funding matrix, contact lists, contingency stock list) form on next week.</li> <li>❖ WASH cluster request update poster &amp; slogan to Yangon communication team and circulate to cluster partners after completing on time.</li> <li>❖ Next cluster meeting on 5<sup>th</sup> November 2019 at SI Office.</li> </ul>

Han Min Htet (WASH Officer-Kachin WASH Cluster)