WASH Cluster North Shan, Myanmar

Minutes of Emergency WASH coordination meeting - Lashio

**Date :** 22 November 16 (Tuesday) **Venue :** UNICEF office, Lashio

**Time :** 9:15 AM – 11:00 AM **Duration :** 3:45 hours

**No. of participants :** 7 **Number of Agencies :** 5

**Participants;**

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| **No** | **Name** | **Position/Organization** | **Email** | **phone** |
| 1 | Noel Ying Saung | Project Manager/KMSS | noelyingsaung@gmail.com | 09 423685248 |
| 2 | Aung Aung Zaw | WatHab Engineer/ICRC | azaw@icrc.org | 09 423689586 |
| 3 | Bruno Bellaton | WatHab Delegate/ICRC | bbellaton@icrc.org | 09 448547114 |
| 4 | Win Naing | Humanitarian Program Officer/Trocaire | winnaing.htun@trocaire.org | 09 401550007 |
| 5 | Myint Myint Htay | Humanitarian Project Coordinator/Metta | elmeemyinthtay@gmail.com | 09 259385165 |
| 6 | Aye Win | WASH Specialist/UNICEF | awin@unicef.org | 09 32879865 |
| 7 | Noah | WASH Officer/UNICEF | nnoah@unicef.org | 09 41008109 |

**Agenda:**

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| **Topic** | **Who** |
| Current situation in conflict affected area & security issue | All |
| Initial rapid assessment of WASH services | All |
| Contingency stock readiness to response based on current situation/ NSS Cluster contingency & response plan-2016 | All |
| Requirement Surge capacity/National level WASH support | All |
| Emergency focal point/Cluster member contact list | All |
| Gaps in emergency response (Financial, technical capacity, information management capacity, etc.) and operational constraint | All |
| Stand by partners (local CSOs) | All |
| AOB:   * Inter-agency coordination * Information management (4W Matrix) | All |

**Minutes:**

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| **Topic 1: Current situation in conflict affected area & security issue** | |
| Summary of discussion | -Troop movements happened along Kutkai/Nampkut/Namphalon and near Mine Yu Lay area.  - EAGs issue a statement and request people not to travel in Northern Shan at the moment.  - Some local people (men) from Mong Koe area were seized by EAGs but reason or purpose in unknown.  - Five men from Kutkai were also abducted by an unknown group. |
| Action points |  |
| **Topic 2: Initial rapid assessment of WASH services** | |
| Summary of discussion | - Muse-SCI conducted Initial rapid assessment on 21 November (yesterday). WASH Cluster shared WASH related findings identified and new IDPs information/data collected by SCI in the meeting.  - DRC also conducted an assessment and it was also shared to ICRC. (ICRC shared it to WASH Cluster during meeting).  - Metta and KMSS collected new IDPs information/data and shared it so in the meeting.  - WASH Cluster also shared new IDPs data received from Muse-GAD via Muse-IRC. |
| Action points | * WASH Cluster to share IDPs data in combined sheet received from different sources and collect/share the update from time to time. * WASH Cluster to share findings from Initial rapid assessment conducted by Muse-SCI. |
| **Topic 3: Contingency stock readiness to response** | |
| Summary of discussion | - 71 hygiene kits only available in SCI’s warehouse in Namkhan. There are also 375 hygiene kits more in SCI’s warehouse in Lashio and 300 kits in ICRC’s warehouse in Lashio.  - ICRC also has 300 ceramic water filters, 10 sets of 4-unit latrine kit, water bucket in Lashio warehouse.  However, it’s not possible yet for transportation from Lashio to Muse.  - Metta is planning to distribute 300 hygiene kits within one week…procurement will be done locally through local people. (Mat/blanket/food are also included in Metta’s plan) |
| Action points | * Metta to coordinate closely with Muse-SCI before starting hygiene kit distribution to avoid overlapping. * WASH agencies to share WASH response plan to WASH Cluster for coordination process. |
| **Topic 4: Requirement Surge capacity/National level WASH support** | |
| Summary of discussion | - For Metta and KMSS, area based staff are carrying out for emergency response. Staff who received ERF training should be used in emergency response.  - No special support from National level required yet...may be if displacement is protracted. |
| Action points |  |
| **Topic 5: Emergency focal point/Cluster member contact list** | |
| Summary of discussion | - WASH Cluster member contact list is as updated in last Cluster meeting. (It is attached for reference)  - Emergency focal points are:   1. Myint Myint Htay, Haung Dawn (Metta) 2. Helen, Noel Ying Saung (KMSS) 3. Bruno, Aung Aung Zaw (ICRC) 4. Win Naing Tun (Trocaire) 5. Tin Lay Naing, Noah (UNICEF) |
| Action points |  |
| **Topic 6: Stand by partners** | |
| Summary of discussion | - Metta is working closely Ta’ang Women Association (TWO) and Shan Literature & Culture Association beside KBC and KMSS. |
| Action points |  |
| **Topic 7: AOB** | |
| Summary of discussion | - This meeting minutes should be shared with other humanitarian agencies through OCHA for coordination process. |
| Action points | * WASH Cluster to share this meeting minutes to OCHA.   (WASH response plan attached here) |