**Meeting Minutes**

**Kale District Flooding Response**

**WASH Coordination meeting – Kale District, Sagaing Region**

**16nd October 2015 Friday**

**Date :** 16th October 2015 (Friday)

**Time :** From 10:00 pm to 12:00 am

**Venue :** District Department of Rural Development, Kale Township, Sagaing Region**.**

**Total number of participant** – 9

**Participants list of WASH Coordination meeting (Kale)**:

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| **No** | **Organization** | **Name** | **Position** | **Ph. No.** | **Email Address** |
| 1 | ZYA | Kham Sian Pau | Vice President | 09 33237165 | kpauno@gmail.com |
| 2 | DRD (District) | Daw Myo Thiri Tun | Junior Staff Officer | 09400525887 | thiri.drd@gmail.com |
| 3 | DRD (District) | Daw Su Kyi Soe | Junior Engineer (2) | 09256050983 |  |
| 4 | Metta | Hla Bu | Coordinator | 09 47317424 | metta.sagaing@gmail.com |
| 5 | Metta | Regina | Hygiene | 09450057017 |  |
| 6 | NAG | U Hal Myint | Project Coordinator | 09-8568382 | jan.hlamyint@gmail.com |
| 7 | ADRA | Lalchhuuanliana | Project Manager | 09-258725625 | lclianakt@gmail.com |
| 8 | UNICEF | Than Kyaw Soe | WASH Consultant | 09-43153492 | tksoe@unicef.org |
| 9 | UNICEF | Kaung Myat | WASH Consultant | 09-260448602 | kaung.6677@gmail.com |

**Agenda**:

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| Time | Item | Organization |
| 10h00 - 10h15 | Self-Introduction | All participants |
| 10h15 - 10h30 | Follow up of last meeting minutes (2th Oct 2015) | All participants |
| 10h30 - 10h45 | Latrine gap in camps and villages  | All participants |
| 10h45 - 11h00 | Hand Washing Campaign  | All participants |
| 11h00 - 11h15 | Flooding resistant latrine design |  |
| 11h15 - 11h45 | WASH activities updates by each organizations | All participants |
| 11h45 - 12h00 | AOB (Any Other Business) | All participants |

**Minutes:**

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| **Topic 1:** Follow up of last meeting minutes (2nd Oct 2015) |
| **Previous action points** | **Follow up** |
| * *For water requirement in Nan Saung Pu camp*, NAG provided fuel for operation and camp member can manage the water distribution
* *For water distribution*, two Trucks from DRD also supply the water regularly over 60 villages and now they already changed the distribution plan and priority to the camp in Kalay

Regional Minister stated in CERU meeting that he assigned to Kalay Township Development Committee to fully cover the water distribution for camp and villages * *For camp management* , UNICEF, NAG and DRD advocated to the camp management committee about gender separation and they will also implement within three days

WASH Cluster shared the information from UNOCHA that IOM will provide the camp management training from 19th Oct 2015 to 25th Oct 2015* *For latrine construction*, MRCS will have a plan to start the implementation of latrine construction at December so cluster will coordinate with agencies to reduce the gap before they start
* For data collection, Cluster already shared the data collection matrix of DRD to the agencies
* *For Hand washing campaign*, Ah Yone Oo, KBN and HHO submitted EOI for Hand Washing campaign and UNICEF will select the partner to celebrate the Hand Washing Campaign
 | * Follow up gender separation on the WASH facilities (latrines and bathing spaces)
* Cluster analysis the matrix with agencies and feedback to DRD
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| **Topic 2:** Latrine gap in camps and villages |
| **Summary of discussions** | * Cluster stated that 3W calculated based on the village which the data from DRD and RRD. The data was not based on the camp. Agencies haven’t also these data and they assume as like as village because one village relocated the one camp.
* Now, people are staying in the relocated location by two types as barrack and individual house. Some of the people in camps are also temporary relocated the place near old village and most of the latrine and water points are still functional in old location.
* So, it may be gap depend on the current situation.
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| **Actions points** | * Analysis the type of camps and update population and to fill the gap .Metta will provide the update information of Kan Nan and Kan Ma Gyi camp and NAG will provide the update information of Nan Chaung camp
* Metta will provide the latrine gap in the Nan Saung Pu camp.
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| **Topic 3:** Flood resistance latrine |
| **Summary of discussions** | * Relocated villages are mostly the high land and agencies suggest the low lands which are not included in the relocation plan.
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| **Actions points** | * Will go joint visit to the villages and to consider about the feedback of villagers for their suggestion
* Cluster , agencies and DRD with the cooperation of DoH will make the design depend on the suggestion and finding
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| **Topic 4:** Hand Washing Campaign |
| **Summary of discussions** | * Select the draft three types of location for HWC in which are Nan Saung Pu as Barrack Type, Sunday School at Nan Chaung and Dahhma School at Yae Lae Oo
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| **Actions points** | * ZYA, ADRA and Metta will provide the participant list and agencies will discuss and share their idea to insert the campaign on coming Wednesday
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| **Topic 4:** WASH Activities updates by each organizations |
| **Summary of discussions** | * NAG will have a plan to extend the WASH activities in 40 villages (including previous 18 villages) in which flooded 38 villages and another two villages.
* Metta is surveying the hygiene activities in five villages and will start the implementation after survey. They also start the Hygiene kit distribution, construction of permanent latrines, drilling well activities in Kalay and Tamu Township.
* ADRA start the Hygiene promotion in 25 villages and will be completed all in the next week.
* DRD have a plan to drill 12 locations (2” and 4” diameter) with 1000 Gal capacity water tanks with pump house and some with install hand pump.
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| **Actions points** | * NAG will share extension 22 villages.
* Metta will share the update information of construction latrines, drilling well and distribution list of Hygiene kits.
* ADRA will share the detail villages list.
* Cluster will circulate the update information after collection from agencies.
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| **AOB (Any other business)** |
| **Summary of discussions** | * Metta currently distribute the Hygiene kits and they concern that some places can’t be covering the whole affected population. And they also suggest to the cluster to coordinate with other agencies before distribution.
* Metta also discuss for road access to the latrine that some location are little far from the camp to make more convenient. NAG discussed that some of the camp are difficult to close near the camp depend on the limited land issue and proposed latrine locations are closely with water sources and permanent housing. So, he mentions that all can’t be close near the barrack or households.
* UNICEF shared the clear information to MSF but some agencies distribute only the vulnerable persons according to their mandate and some are distributed by incentive system when promoting hygiene section. So it may be overlapping some places.
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| **Actions points** | * Cluster will discuss with the agencies more frequently to avoid the overlapping for next distribution and agency will share their distribution plan and update distribution list and location to the cluster.
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