**Meeting Minutes**

**Kalay District Flooding Response**

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

**16th November 2015 Monday**

**Date :** 16th November 2015 (Monday)

**Time :** From 14:00 to 16:00

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

**Total number of participant** – 8

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No** | **Organization** | **Name** | **Position** | **Ph. No.** | **Email Address** |
| **1** | DRD | U Zay Yar Nyo | Deputy Director | 09-30766017 | kozawgyi.npw@gmail.com |
| **2** | DRD | Daw Ohm Mar Shein | Assistant Director | 09 205 9884 |  |
| **3** | MRCS | U Kyaw San Win | Manager | 09 3672796009 401600847 | kyawsanwin@redcross.org.mm |
| 4 | WV | Saw Adino | Project Coordinator | 0943100975 | saw-adeno@wvi.org |
| 5 | NAG | U Hal Myint | Project Coordinator | 09-8568382 | jan.hlamyint@gmail.com |
| 6 | Metta | Hla Bu | Office Coordinator | 09 47317424 | metta.sagaing@gmail.com |
| 7 | Metta | GS Mang | Project Coordinator | 09 250267089 | gsmang2002green@gmail.com |
| 8 | UNICEF | Kaung Myat | WASH Consultant | 09-260448602 | kaung.6677@gmail.com |

**Agenda**:

|  |  |  |
| --- | --- | --- |
| Time | Item | Organization |
| 14h00 - 14h15 | Self-Introduction | All participants |
| 14h05 - 14h30 | Follow up of last meeting minutes (30th Oct 2015) | All participants |
| 14h30 - 15h00 | Study of ground water in new villages | All participants |
| 15h00 - 15h45 | Standard design of Household Latrine | All participants |
| 15h45 – 16h30 | WASH activities updates by each organizations | All participants |
| 16h30 - 16h45 | AOB (Any Other Business) | All participants |

**Minutes:**

|  |
| --- |
| **Topic 1:** Follow up of last meeting minutes (30th Oct 2015) |
| **Previous action points** |  |
| * ***For Water Scarcity of Ka Nan Camp****, OCHA and UNICEF went to Kan Nan camp last two weeks and Metta already renovated the hand pump and now people can use the water closely.*
* ***Selection of location,*** *NAG selected the most of the location according to their next plan and some are ongoing process.*
* ***Tripartite meeting with RRD,****WV and Cluster try to contact with RRD but now can’t meet yet and WV roughly select the Nan Saung Pu, Maw Lite Kalay (S/N), Thar Si, Nat Nan to implement their activities.*
* **Activities in Phaung Bu village**, NAG will have a plan to implement two units latrine in this village.
 | * WV and Cluster meet with RDD to get recommendation
 |

|  |
| --- |
| **Topic 2:** Study of ground water in the new villages |
| **Summary of discussions** | * Agencies are facing problem for the drilling tube wells in the new locations that the new locations are mostly on the hill site and drilling cost is expensive. Most of the drillers have no proper technology and machine. Driller drill too much depth but can’t get the require quantity of water, it will be waste time and cost. Some of the water quality from the tube well is not good for drinking purpose.
* WASH Cluster suggests that agencies should study the aquifer of the ground water before drilling. Regarding to get data, drillers should to measure with Terra meter to get the ground water situation. Some of the locations have already measured by Water Resources Utilization Department of Ministry of Agriculture and Irrigation and if WRUD haven’t data, agencies can get the technical assistance to measure the aquifer with the support of WRUD, MoAI or Bridge Asia Japan, BAJ which have this equipment (Terra meter).
* WV has a plan to request to their head office and the water quality specialist will come to there for water testing.
 |
| **Actions points** | * DRD will discuss WRUD, MoAI to get the support for measure the aquifer with the terra meter.
 |

|  |
| --- |
| **Topic 3:** Standard Design of Household Latrine  |
| **Summary of discussions** | * Currently, agencies have a plan to construct the household latrine, WASH cluster suggest that to make the standard design for fly proof latrine.
* MRCS has a plan to construct the HH Latrine 101 Unit in Kyauk Kar and 36 in Aye Yar and want to get the design, drawing, and detail of measurement and bill of quantity.
* WV also has a plan to construct HH Latrine 203 Unit in Maw Lite Ka Lay (S/N), Thar Zi(Kyat Pha Net), Nan Saung Pu and Nat Nan.
* NAG has a plan to construct HH Latrine 100 Unit and 71 already confirm.160 Unit for vulnerable person and they already selected the beneficiaries in the 27 villages.
 |
| **Actions points** | * WASH Cluster will technical support the design, DoM and BoQ to DRD and will share the design to all.
 |

|  |
| --- |
| **Topic 4:** WASH activities updates by each organizations |
| **Summary of discusions** | * DRD share the update information that drilling activities in Nat Nan, Maw Lite Ka

Lay(N), Nan Saung Pu, Nat Kyi Kone (Kar), Thar Zi (Kyat Pha Net), Kyi Kone, Kalay University a nd Kalay Computer University are ongoing process and can’t start Maw Lite Ka Lay(S), Aye Thar Yar, Kyauk Kar, Nan Kyin Saung and Khone Thar(West).* NAG share their new activities in 40 villages that drilling well, HH latrine construction, pan & pipe distribution, pond renovation, village cleaning, hand pump installation, chlorine and water guard distribution, hygiene promotion have 90% completed in selection of location.
* WV already has a plan to construct 4-3 unit institutional latrine and already selected 1-three units in Aung Myin Thar. For hygiene kit distribution, WV selected Maw Lite Ka Lay(S/N), Thar Zi and Sa Khan Gyi to distribute the full set of 160 kits.
* MRCS will distribute the Hygiene Kits 180 sets in Min Tha Mee and 170 sets in Nan Kyin Saung within this month. They will start the latrine construction in mid of December at Kyauk Kar and Aye Thar Yar.
* Metta has already drilled 2 Nos of tube well in Ah Law and Putta, 3 Nos in Kan Ma Gyi and 3 Nos in Htin Zin. Metta also conducting the hygiene section in Ka Nan, Kan Ma Gyi, Ah Law, Putta, Htin Zin and Min Tha Mee.

Water Supply in Kalay, already drilled five wells in Nat Kyi Kone, One in Tha Phan Ei, Three in Sae Taw Oo. For permanent latrine construction, 1 –three units and 1 –two units in Sae Taw Oo, 1- two units and 1- one unit in Sin Ywa, 1 – one unit in Insein and 1- one unit and 1- two units in Nat Kyi Kone. For HH latrine construction, already constructed 20 Nos in Nan Saung Pu and have a plan to implement 22 Nos in Nat Kyi Kone.* UNICEF plan to construct the HH latrines to fill the gap and request the agencies share this information to contact UNICEF if the CSO interest to implement these activities.
 |
| **Actions points** | * NAG share their detail list of location to all.
* Metta have to plan HH latrine 28 in Tamu and share the location to all.
 |

|  |
| --- |
| **AOB (Any other business)** |
| **Summary of discussions** | * WV request that they have to implement institutional latrine 3-three unit in public places and drilling the well in 23 locations and agencies share the information for their findings if the people need for these activities in the field.
* Shelter construction in new location is ongoing in Kalay and Tamu but some of the shelter already completed. People, who have already approved the land and shelter in the new villages by government, also want to transfer to new shelter but they don’t how to get the approval. DRD discussed that there is no restriction and they can transfer if the shelter finished.
 |
| **Actions points** | * All agencies share this information to the people if they arrive in the new villages.
 |