

Venue	MC office, Tikrit
Date and time	28 th May 2018, 11am.
Participants	MC, Schools Building Manager (SBM), Planning Manager, DRC, RI, Oxfam, SEDO, TDH and Sorouh

Agenda Item	Discussion	Action Points
Agenda	<ul style="list-style-type: none"> • Introduction. • Action points from previous meeting. • Updates from Partners/targeted schools. • SoPs for WASH in Schools intervention, • AOB 	
Information on WASH in Schools WG	<ul style="list-style-type: none"> • Share it in the WASH Cluster and Education Cluster. • All the partners need to make reporting date depending on the date of the letter form DoE-SAD • For the Partners to fill/update The WASH in Schools Working Group (WG) in Salah Al-Din (SAD) Spreadsheet 	
The tools of the WG	<ul style="list-style-type: none"> • Reviewed the reporting date in each meeting (any partners take long time in planed of intervention in schools nominated by DoE-SAD should explain the reason) instead of putting deadline for the nomination schools letters. • The School building manager and planning manager in Salah Al Din attend the meeting • The update regarding the scabies and lice in the schools in east Shirqat. • Request Oxfam to have same engineers from DoE in preparing BoQs, supervisor the wok, receive, and accept it. • Request Oxfam and PIN form DoE to confirm the third point the SoP regarding the letter from DoE Salah Al Din to Ministry of Education in Baghdad, because 	<ul style="list-style-type: none"> • MC: will share the final SoP for the WASH intervention, and should translate it to English. • SCI Plan to cover the schools with Hygiene kit with anti-lice shampoo • DoE: it possible to be same engineers but the DoE prefer to be different engineers in each committee. • DoE confirmed it.

	<p>according to SoP it should done by DoE not N.G.O.s</p> <ul style="list-style-type: none"> Request DoE to provide prefab latrines to some schools in the villages in Salah Al Din. 	<ul style="list-style-type: none"> <u>DRC</u> has latrines but they want to delegate it to any WASH parents has the capacity to install it (Oxfam shown they have capacity but need to confirm that).
<p>Update from Partners</p>	<p>MC: rehabilitated 8 schools in Salah Al Din, and conducted hygiene session with hygiene kit in 18 schools in Salah Al Din and plan to conduct hygiene session with hygiene kit to the summer shift in Al Alam camp schools and Baiji.</p> <p>Oxfam: ongoing HP session in schools in Al Alam Tikrit and Baiji, planning Balad, Samara and Shiraqt, ongoing on the process of rehabilitation WASH facilities in 6 schools in Dour and assessment for 2 schools in Tikrit and 2 schools in Baiji.</p> <p>Sorouh: rehabilitation of WASH facilities in 33 schools in Salah Al Din.</p> <p>SCI: Hygiene promotion session in Al Alam, Samara, Baiji and stopped currently in Shiraqt, and planned to distribute 1500 hygiene kits in schools</p> <p>PIN: ongoing the rehabilitation of 6 schools in Al Zab- Kirkuk and planned to rehabilitate 2 schools in east Shirqat, Salah Al Din.</p> <p>TDH: complete hygiene session in Schools in east Shirqat and center baiji and plan to rehabilitate 6 schools in Baiji.</p>	<p><u>MC</u>: find it in the spreadsheet</p> <p><u>Oxfam</u>: find it in the spreadsheet</p> <p><u>Sorouh</u>: find it in the spreadsheet</p> <p><u>SCI</u>: find it in the spreadsheet t</p> <p><u>PIN</u>: need to fill the spreadsheet.</p> <p><u>TDH</u>: shared it with us but they need to fill the spreadsheet</p>
<p>The DoE-SAD Notes</p>	<ul style="list-style-type: none"> The coordination with DoE-SAD should be with DoE School building Manager (SBM) of Salah Al Din (Abdulhakim) not with the head of department in each district and nor with the engineers in the contact list. The contact list of the engineers of department of the schools building in Salah 	<p>The DoE to share the contact list of the engineers of department of the schools building in Salah Al Din.</p> <p>This notes included in the SoP.</p>

	<p>Al Din to coordinate after the approval from DoE-SBM-SAD</p> <ul style="list-style-type: none"> • The WG need to depend on the letter signed by the DoE- SBM-SAD for nominated schools. • The N.G.O should be registered in Iraq • To avoid any issues in handover the work to the DoE-SAD, the N.G.O should sign the final BoQ from DoE-BSM-SAD after sign it from the DoE engineers in the contact list in each district. 	
AoB		
KEY CONTACTS & ONGOING INFO	<p>Alaa AlNaddaf (WASH Cluster Center and South lead) asalnaddaf@unicef.org</p> <p>Mustafa A. Sadiq (WASH subnational cluster FP-SAD) mustafa.sadiq@savethechildren.org</p> <p>Khalaf Ibrahim (WASH in Schools- WG -SAD Chair) khaibrahim@mercycorps.org</p>	
References:	<p>The DoE-SAD Standards BoQ for Construction Rehabilitation in schools (Civil work) https://drive.google.com/file/d/1LWrMHWFTIOe9HLPvsEphSbni0Mg0TTXE/view?usp=sharing</p> <p>The DoE-SAD Standards BoQ for Construction Rehabilitation in schools (electrical work) https://drive.google.com/file/d/1UHA7NP5Hv4CZSRnfXAufftU92OoiBs28/view?usp=sharing</p> <p>The list of all schools completed with rehab. Information on WASH in Schools WG - SAD https://drive.google.com/file/d/12xRzjQ7e0lw-k2FnsJMjLmqKikQK82_Y/view?usp=sharing</p> <p>Information on WASH in Schools WG https://drive.google.com/file/d/19hsaoTL0wt0eUtEX7u1sDuyr7TC0tAya/view?usp=sharing</p> <p>The WASH in Schools Working Group (WG) in Salah Al-Din (SAD) Spreadsheet https://docs.google.com/spreadsheets/d/1ngX4m-IOLBZROU4s4wqodbkzrkUsz7AIOOItIXYOErQ/edit?usp=sharing</p> <p>How to fill WASH in Schools WG - SAD Spreadsheet https://drive.google.com/file/d/1agEnMaGH4iDMaSkuxZbEX-YZ4N4iQIJ8/view?usp=sharing</p> <p>WASH in Schools WG-SAD Meeting – attendance sheet https://drive.google.com/file/d/1fC_cmIfA94jorqe36KeJYV5KZc9KSUDQ/view?usp=sharing</p>	
	<p>Next meeting: 11am 28th June - MC office –Tikrit</p>	