

## CLTS Monthly Coordination Meeting

13 March 2014, 2PM

National Technical Coordinating Unit (NTCU) for CLTS, Department of Environmental and Occupational Health, Old Ministry of Health & Social Welfare (basement), Capitol Bye-Pass, Monrovia, Liberia

Attendance: 15

### Agenda

1. Welcome
2. Status Update on Action Points
3. Updates from Partners
4. AOB

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### Status Update on Action Points

- Develop tentative schedule for revision of Guidelines (NTCU)  
**INCOMPLETE**; agreed that NTCU should develop schedule with timeframe and budget for workshop
- Provide report at next meeting on ODF certificates (NTCU)  
**COMPLETE**; partner went outside NTCU to get certificates signed and issue was addressed internally
- Post 2014 meeting schedule online (NTCU)  
**COMPLETE**
- Create spreadsheet outlining partners by district (NTCU)  
**INCOMPLETE**; this will be done via Joint Sector Review report writing, which will be complete by the end of March

### Updates from Partners

- IWASH: since December, NTCU conducted supervision visits in the 3 counties and 11 communities verified ODF but not celebrated yet; triggered 32 in February; held county- and district-level meetings; continuing NLN and work with WASH Entrepreneurs; also conducting WaterGuard social marketing events – offered 60 cartons WG to WASH Entrepreneurs and NLN at district level to sell
- Concern: Grand Bassa (10 communities in 2 districts, District #2 & #4) –triggering and identifying NLs, completed 18/60 latrines complete and in use, but no verification yet; Lofa (15 communities) –

also at monitoring stage; challenges include coordination, as government CLTS rep does not reside in capital

- WaterAid: implementing through ERS and CODES in 4 counties; 14 triggered in Grand Kru, 16 in River Gee, 10 in Cape Mount, 11 in Maryland
- There is concern over coordination in River Cess; partners not aware of each other's' activities, which should be discussed after the meeting
- AEL: implementing in Sinoe, where CSC was set up with NTCU and communities were triggered, still monitoring; set up CSC and triggered 10 communities in River Gee; challenges in RG include geography and capacity
- Plan International is working with WASH in 4 counties – Gbarpolu, Bomi, Lofa and Nimba, triggering 3 in each, but need for NTCU technical input; also building institutional latrines in health facilities, schools and markets; will meet with NTCU next week
- UNICEF: currently reviewing final reports from partners and in process of renewing PCAs; communities are in various stages of implementation
- RIDA: continuing to implement in Grand Gedeh
- ACF: has training in January with NTCU and triggered 10 communities in rural Montserrado

## AOB

- Reporting
  - Partners seek clarification on what NTCU expects in terms of reporting; many LWC members already submit data through smart phone technology but NTCU mentioned a "capture sheet"
  - After discussion around need to avoid duplicate reporting, agreed that NTCU needs to liaise with NWSHPC to obtain that data being submitted through smart phones; for those partners not yet using smart phones, must submit reports to NTCU via capture sheet, which will be shared via email and website
  - Concern over number of quality checks currently expected – with implementing partners, donors, CSCs and NTCU playing a part – NTCU still feels it should be part of each activity, but is flexible (which will be discussed further during guideline revision)
- Attendance

- NTCU reiterated that it encourages partners to attend these meetings
- Point brought up that NTCU itself has not attended since December, which has meant cancelation of meetings once participants have already travelled to MOHSW
- Suggestion for partners to also meet outside of these coordination meetings; Global Communities has a lot of lessons learned to share and is always available to support
- Agenda
  - NTCU acknowledges that meetings should include a presentation on a CLTS-related topic, but due to time, will not make one this month; instead, handed out document on various level of CLTS coordination sub-nationally
- NTCU conducted a capacity assessment, can share by email
- AfDB and MPW have recruited a consultancy firm, Egis Eau, to conduct the rural WASH programme study; they have begun work this month and will be incorporating CLTS

#### Action Points

- Develop tentative schedule for revision of Guidelines – this past action point has been expanded to: By Monday March 17<sup>th</sup>, develop tentative schedule for revision of Guidelines, with timeline and budget for partner information-sharing session/ validation ½-day workshop (NTCU)
- Discuss River Cess issues in smaller group after this meeting (NTCU + River Cess stakeholders)
- Meet to discuss progress next week (NTCU & Plan)
- Share data capture sheet (NTCU) and report using capture sheet by next meeting (all partners not yet using smart phones for data collection, including Concern)
- Liaise with NWSHPC to obtain CLTS data collected via smart phones (NTCU)
- Discuss multiple layers of quality checks currently expected, and possible flexibility of NTCU in number of monitoring visits (All, during revision of Guidelines process)
- Share NTCU capacity assessment (NTCU)