

**TIMOR-LESTE**

UN Resident and Humanitarian Coordinator**Timor-Leste Humanitarian Country Team (HCT)**

Tuesday, 26 May 2009, 1030-1230
UNMIT Conference Room C

SUMMARY**1. Introduction and adoption of the agenda and matters from the previous meeting**

Briefing by the co-chairs:

- Introduction of Petra Demarin, Early Recovery Advisor in the office of the DSRSG
- DSRSG/RC/HC Reske-Nielsen gave a brief overview of the HC meeting in Montreux.
- Alfredo Zamudio, co-chair of the HCT, briefed on his communication with ICVA and NRC headquarters regarding the participation of NGOs in the cluster system.
- Regarding procedures for cases of bad driving by UN staff, the UNMIT Conduct and Discipline Team has provided two telephone numbers and an email address to report cases of bad driving (7311695 / 731 1826 , cdt-unmit@un.org). This contact information will be displayed on posters that are to be put up this week. A database detailing misconduct of driving is being compiled and offenders will be disciplined accordingly.

ACTION: Alfredo will be contacting other NGOs participating in the cluster system for their feedback to ICVA.

2. Political Update

Briefing by Colin Stewart, UNMIT Political Affairs

- The government has tentatively set a date of **24 August** for the Suco elections. The next major hurdle will be the elections law. **The government draft does not allow** political party symbols on the ballot. FRETILIN is very much against this **provision** and has promised to contest such a law should the government pass it. If this were to occur it would further polarize Timorese politics. FRETILIN has a lot at stake in these elections. They are trying to **regain their dominance** after their loss in the 2007 elections. FRETILIN remains the political party with the most developed political machinery, particularly at the local community level. The other parties, **after a period of neglect due in large part to their government responsibilities**, have **begun to take the village elections more seriously**
- The government **draft calls for closed lists on the ballot, although we are not sure if this is their final position.** Closed lists would **actually** favour FRETILIN however this would facilitate a single day election. An open list would be more democratic however it would also complicate the election process and might extend the voting to more than one day.
- **4 senior Fretilin members have been expelled for disloyalty. These reform members have challenged the leadership of Mari Alkatiri, but wanted to stay in the party.**

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- National celebrations for the restoration of independence on 20th of May were very peaceful. Alkatiri made a very conciliatory speech **at the UDT anniversary, and Joao Carrascalao did the same at FRETILIN's anniversary**. Some historical wounds are being healed over time. **Alkatiri and Amaral did not attend each other's celebrations, partly because Amaral** is perceived as a loose cannon. – He is critical of both the government (corruption) and of FRETILIN.

3. Update on dialogue work / Metinaro (UNDP/HCU)

Presentation by Jose Belo, UNDP

- The ministry of Social Solidarity has informed us that the movement of IDPs from Metinaro Camp will begin by mid June. This process has been delayed due to a number of factors:
 - The registration and verification processes for the recuperation package has not finished yet;
 - There are a large number of cases that have been identified as possibly fraudulent and need to be 're-justified' which means checked for the validity of the claim;
 - Some of the lists include families who are not currently residing in the IDP Camp but whose claims still need to be processed.

Please refer to the report on dialogue activities (April-May 2009) in the annex for more details.

4. Update from cluster leads – work done so far, key issues, mapping, funding, workplans, etc.

Briefing by Diane Francisco, CARE on the Early Recovery Cluster

- The Early Recovery cluster met on May 21st. The meeting focused on identifying what the membership of the cluster should be and specifically on how to encourage government representatives, national NGOs and the private sector to participate in the work of the cluster. The meeting also focused on trying to define what early recovery means in the Timor-Leste context. Once this has been agreed to the cluster will focus on mapping out early recovery activities currently taking place.

Presentation by Douglas Graham, UNICEF for the WASH Cluster

- The WASH cluster, with the support of an Emergency WASH specialist is undertaking the following activities to ensure that it is prepared in the event of future crisis in Timor Leste:
 - Identification of the most effective emergency WASH coordination structure for Timor Leste
 - Strengthen linkages with other WASH coordination groups
 - Discuss with other Clusters – e.g. Shelter, CCCM, Early Recovery, Health, Nutrition, Education..
 - Establish coordination arrangements at Sub-National level (Bacau District)

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- Develop a capacity development plan and implement emergency WASH training for national and district staff
- Finalise WASH Cluster ToR

- It was highlighted that the cluster will, to the extent possible, work through the existing meetings of the Wat/San working group.
Please see the attached presentation for more details.

5. Resource mobilization (HCU)

Briefing by Nadia Hadi

- The HCU is compiling a final report on the funding situation of the 2008 Transitional Strategy and Appeal for Timor Leste, The wrap-up report will provide a final snapshot of the funding situation, and will also aim at identifying positive impacts on the beneficiaries as well as gaps. In this regard, all organizations who included projects in the TSA are kindly requested to provide updated figures regarding funds received for each one of these projects. The funds should be broken down per donor and when possible, a short description on the consequences of a lack of funding or full funding would be welcome.
- The purpose of the reporting is to be transparent and accountable to donors. The goal is to track funds from their commitment by donors to the implementation of effective relief programmes, and when possible, assess the impact for the beneficiaries. The aim is also to identify trends and gaps for further donor relations.
- OXFAM pointed out that it would be particularly useful to have a list of recovery projects that are under-funded or not funded at all.
- **ACTION:** A table will be circulated after the meeting that should be filled out by each agency and returned to the HCU by **June 15th**.

6. AOB**a) Evaluation of the Response to the Crisis (OXFAM)**

- Funding for the evaluation has been received from AusAid. The DSRSG/RC/HC has requested funding from the US embassy. If this is not confirmed, the RC unit will cover the funding gap (up to \$10,000). The project is to start around mid July pending the recruitment of a suitable consultant. A project management committee will be set up comprising of 6 organizations – 3 NGOs and 3 UN agencies. NRC mentioned that an external and independent evaluation of camp management and shelter activities by NRC in Timor-Leste is ongoing. It was suggested as an option for the general evaluation to call for proposals through the same mechanisms in Geneva.
- **ACTION:** Please send expression of interest to be on the management committee to OXFAM ASAP.

b) PNTL police and Friday cleaning (UNPOL)

Briefing by Ibrahim Idris, Deputy Police Commissioner

- The decree by which civil servants are to spend their Friday mornings cleaning the city is a government decision decreed by the Prime Minister. UNPOL is looking into the legality of this decree particularly with regards to human rights. If there are any

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observations of gross violations of Human Rights these should be reported immediately.

- OHCHR confirmed that they have had human rights observers monitoring some of the clean-ups and no violations of human rights have been observed thus far. Nevertheless it was pointed out that the enforcement of this decree by armed men in uniform sets a dangerous precedent. It is not clear what would happen if anyone would refuse to clean.
- NGO representatives complained that their staff is being forced to clean and that this is resulting in a 10% decrease in productivity which they can ill-afford. Furthermore, this might pose issues vis a vis donors who are funding NGO programming.
- **ACTION:** DSRSG/RC/HC to raise the concerns above with the Vice Prime Minister and have UNPOL brief PNTL to ensure that force is not used against civilians who refuse to clean.

c) HCT membership (DSRSG/RC/HC)

- World Vision and IFRC to be included in the membership of the HCT
- NGO Forum to be granted observer status at the HCT
- One application to review before final confirmation

d) Use of UNMIT Helicopter (DSRSG/RC/HC)

- The rules and regulations regarding the management of UN helicopters have been circulated to INGOs. The DSRSG/RC/HC expressed his belief that the rules in place should be sufficiently flexible to enable his office to weigh in on individual cases/requests.

Next meeting will be held on June 9th. Details will be circulated in due course.

- END -

Annex I

Update on dialogue activities (April-May 2009)

Dili:

On 23 April, the Dialogue Project organized a Dialogue in Suco Camea at the request of the President. The Dialogue included IDPs and community members, as well as the President and other government officials. At the event, the President decided and promised to have two separate, follow-up meetings with representatives from the IDPs and the community respectively.

The Dialogue Team then facilitated a follow-up meeting between the President and representatives from Camea on 27 April where the President listened to the people's concerns and aspirations relating to IDP reintegration process.

The second follow-up meeting of the President with IDPs at Metinaro Camp from Camea was planned for 29 April, however it was postponed and has not been rescheduled yet. Moreover, the Dialogue team is now still working closely with office of President to ensure that a meeting between the President and IDPs from Camea will be held soon. Once both follow-up meetings take place, the next step will be another dialogue meeting that would involve both parties; this could happen in the beginning of June prior to the formal closure of Metinaro IDP Camp.

Baucau:

After the big Dialogue meeting in Bahalara-uain-Viqueque in February 2009, the regional Dialogue Team in Baucau is now focusing on the Uatulari conflict. Since March-April, the team has facilitated a series of consultations with local authorities, youth and women representatives, community leaders, community elders, and representatives from political parties from 6 (six) Sucos in Uatulari. There were three pre-dialogue meetings conducted where representatives from the two Sucos came together. Within in the next month, there will be a big meeting at which all of the representatives from all of the sucos will discuss the overall approach for promoting dialogue in the Uatulari region.

Ermera:

The Dialogue Team in Ermera has just recently facilitated community dialogue in the Sub-District of Atsabe-Ermera between two member communities, namely Suco Atara and Suco Lasaun. These two Sucos have decided to have a reconciliation ceremony through a tradition method called Nahe Biti Boot (Laying out the big palm-leaf mat) within the next month.

In addition, the project has received a several community's dialogue proposals which asking The Dialogue Team to facilitate the process.

Metinaro IDPs

The Ministry of Social Solidarity has informed us that the movement of IDPs from Metinaro Camp will begin by mid June. This process has been delayed due to a number of factors:

- The registration and verification processes for the recuperation package has not finished yet;
- There are a large number of cases that have been identified as possibly fraudulent and need to be “re-justified” which means checked for the validity of the claim;
- Some of the lists include families who are not currently residing in the IDP Camp but whose claims still need to be processed.

Emergency WASH

Strengthen the existing Emergency WASH coordination structure & consolidate recently established WASH cluster.

*Presentation to Humanitarian Coordination Team (HCT)
Timor Leste, 26th May 2009*

Douglas Graham,
Emergency WASH Specialist

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Key Tasks of Assignment

1. **Most Effective Emergency WASH coordination structure for Timor Leste**
2. **Strengthen linkages with other WASH coordination groups**
3. **Discuss with other Clusters – e.g. Shelter, CCCM, Early Recovery, Health, Nutrition, Education..**
4. **Coordination arrangements at Sub-National level (Bacau District)**
5. **Capacity Development Plan – Emergency WASH Training for National and District staff**
6. **Finalise WASH Cluster ToR**

1. Most Effective Emergency WASH coordination structure for Timor Leste

- WASH Contact List (Emergency & Development)
- HCT Contact List (updated with WASH List)
- WASH Strategic Advisory Group (National)
- WASH Technical Working Group (National)
- WASH Focal Points (District Level), including PNTL & National NGOs
- WASH Representatives to attend other Cluster Meetings

WASH Contact List (Focal Points)

ORGANISATION	NAME	CONTACT NUMBER	EMAIL	TITLE
NATIONAL				
CARE International Timor Leste	Ingvild Solvang	730-4024	ingvild.solvang@gmail.com	Integrated Rural Development Program Manager
CRS	Thomas Prozonato	734-2894	tsoares@tl.seapro.crs.org	Return and Recovery Team Leader
CVTL	Francisco Carvalho	729-8757	carvalhof72@yahoo.com	Disaster Technical Manager
DNSAS	Elias P MONIZ	724-1474	eliasmoniz@yahoo.com.au	Chief of District Water and Sanitation
Humanitarian Coordination Unit,	Jonio Julio da Costa Soares	726-3208	Soares34@un.org	Language Assistant
IFRC	Kamal Niraula	723-0449	kamal.niraula@ifrc.org	Country Representative
IOM	Catherine Kelly	723-0443	ckelly@iom.int	Emergency Operations Officer
Oxfam Australia	Rofinu da Costa SIMONES	726-1403	rufinos@oxfam.org.au	Water and Sanitation Program Officer
Plan International	Alex Santos	725-1263	Aleixo.Santos@plan-international.org	Emergency Coordinator
RWSSP	Jesse Shapiro	732-6275	shapiroj@idss.com.au ; jessesolshapiro@gmail.com	Sanitation Advisor, RWSSP
Triangle Génération Humanitaire	Didier Francisco	72 74 163	timorleste@trianglegh.org	Head Of Mission
UNICEF	Bishnu POKHREL	723-2452	bpokhrel@unicef.org	WASH Specialist
WaterAid Australia	Dinesh Bajracharya	728-7975	bajracharyaster@gmail.com	Country Representative
WHO	Luis DOS REIS	724-7894	luis_whodili@searo.who.int	JPF for Emergency & Humanitarian Action (EHA)
World Vision	Vachagan HARUTYUNYAN	732-5085	vachagan_harutyunyan@wvi.org	Health and Watsan Sector Manager
DISTRICTS				
Bacau				
DDMC	Antonio Guterres			Deputy District Administrator (DDMC Coordinator)
District Administration Office	Regina de Souza			Social Economy Officer
CRS	Rita Freitas	746-9060	rffreitas@tl.seapro.crs.org ; vaniofreitas@yahoo.com	Project Manager (CBDRM)
CRS	Richard Markowski	723-0864	rmarkowski@tl.seapro.crs.org	
SAS	Marciano da Belo	732-4354		Manager

2. Strengthen linkages with other WASH coordination groups

- WASH group includes - DNSAS (co-chair with UNICEF),
 - HCT, IOM, WHO, Care, CRS, CVTL, IFRC, Oxfam, Plan, RWSSP, Triangle, Water Aid, World Vision.
- WASH Focal Points meet at regular WASH Co-ordination Meetings (Monthly)
- Emergency WASH is one agenda item during regular WASH Co-ordination Meetings.
- **Multi-Cluster Rapid Assessment Form (Tetun)**
 - WASH Section Only.
- **WASH Assessment Form (Tetun)**

3. Discuss with other Clusters

- **Multi-Cluster Matrix** showing activities between WASH and other Clusters (Health, Nutrition, Education, Shelter, CCCM, Protection)
- WASH Representative for other Cluster Meetings
- WASH Representative will provide and bring feedback to/from other Clusters
- **Share the Workload, and reduce the Meetings.**

4. Coordination arrangements at Sub-National level (Bacau District)

- Work with the DDMC (Disaster Risk Reduction Project) which plans to work at District Level
- **WASH contact list needed for each District**
- Need to improve WASH coordination at District Level
- Maximum of 5 District personnel representing District Admin, District WASH, WASH I/NGO, CVTL and PNTL.

5. Emergency WASH Training

- **Emergency WASH Training - National & District.**
 - 5 Days - Global WASH Cluster, Water Supply, Hygiene, Sanitation, Training of Trainers (ToT)
 - Maximum of 3 people per District, including District Admin, District WASH Technician, WASH I/NGO.
 - Local staff with experience in emergencies will play a large role in the training.
 - Practical training on how to respond to an emergency.
- **Training will mainly be in Tetun or Bahasa Indonesia.**

Emergency WASH Training

September / October 2009 (5 days)

Emergency WASH Cluster Training Schedule

Participants - Operational National & District government staff involved in WASH projects, Water Supply, Sanitation and Hygiene promotion

Day 1: Global WASH Cluster

Day 2: Water Supply

Day 3: Hygiene

Day 4: Sanitation

Day 5: Training of Trainers (ToT)

#	Time	Session title	#	Time	Session title	#	Time	Session title	#	Time	Session title	#	Time	Session title
WASH Overview and the Cluster Approach			Water Supply Overview			Hygiene Promotion Overview			Excreta Disposal (Assessment & Design)			Training of Trainers (ToT)		
1.01	07.45 (30 mins)	Opening Session	4.01	08.00 (15 mins)	Review of Day 3	2.01	08.00 (15 mins)	Review of Day 1	3.01	08.00 (15 mins)	Review of Day 2	5.01	08.00 (15 mins)	Review of Course
1.02	08.15 (1 hr)	Introduction to the Cluster approach	4.02	08.15 (45 mins)	Standards & Indicators	2.02	08.15 (15 mins)	Hygiene Promotion In Emergencies	3.02	08.15 (30 mins)	Sanitation in Country Context	5.02	08.15 (30 mins)	Icebreakers & Energisers
1.03	09.15 (30 mins)	The Emergency set-up in Indonesia	4.03	09.00 (45 mins)	Meeting Immediate Water Needs	2.03	08.30 (1 hour)	Hygiene Promotion In Emergencies	3.03	08.45 (1 hour)	Sanitation Linkages and Emergency Sanitation	5.03	08.45 (1 hour)	Facilitating Groups methods and handling discussion
1.04	09.45 (45 mins)	Implementation Standards	4.04	09.45 (45 mins)	Medium term water responses	2.04	09.30 (1 hour)	Hygiene Promotion In Emergencies	3.04	09.15 (45 mins)	Immediate Excreta disposal Design and practical	5.04	09.45 (1 hour)	Session Briefs Familiarisation
	10.30	Coffee Break		10.30	Coffee Break		10.30	Coffee Break		10.30	Coffee Break		10.45	Coffee Break
1.05	10.45 (15 mins)	Implementation Standards	4.05	10.45 (30 mins)	Operation & Maintenance	2.05	10.45 (1.25 hours)	Hygiene Promotion In Emergencies	3.04	10.45 (30 mins)	Immediate Excreta disposal Design and practical	5.05	11.00 (1 hour)	Session Briefs Familiarisation (2)
1.06	11.00 (45 mins)	General Cross Cutting Issues,	4.06	11.15 (30 mins)	Water Treatment				3.05	11.15 (30 mins)	Feasibility of Excreta disposal options	5.06	12.00 (1 hour)	Evaluating Training
			4.07	11.45 (30 mins)	Water Storage, Distribution & Utilisation									
1.07	11.45	Lunch		12.15	Lunch		12.00	Lunch		11.45	Lunch		13.00	END
WASH Overview and the Cluster Approach			Water Supply Overview			Hygiene Promotion Overview			Excreta Disposal (Assessment & Design)			IM: RS to prepare brief presentation of assessments, and introduce tools		
1.08	12.45 (30 mins)	Inter cluster/sector division of labour	4.08	13.00 (30 mins)	Transfer to Oxfam warehouse	2.06	13.00 (2.25 hours)	Practical session	3.06	12.45 (1.25 hours)	Constraints Materials, budget, labour, constraints			
1.09	13.15 (1.25 hours)	Concept of Environmental Health, hazards and	4.08	13.30 (1.75 hours)	Practical session				3.07	14.00 (1.25 hours)	Basic WASH Supplies in Emergencies			
	14.30 (45 mins)	Disease surveillance and responding to epidemics												
1.11	15.15	Coffee Break		15.15	Coffee Break		15.15	Coffee Break		15.15	Coffee Break			
1.12	15.30 (1 hour)	Assessments	4.11	15.30 (2 hours)	Practical session	2.06	15.30 (2 hours)	Practical session	3.08	15.30 (30 mins)	Basic WASH Supplies in Emergencies			
1.13	16.30 (1 hour)	Questionnaires' Exercise							3.09	16.00 (1.5 hours)	Vector Control			
	17.30	Finish		17.30	Finish		17.30	Finish		17.30	Finish			

6. Finalise WASH Cluster ToR

- WASH Cluster ToR completed
- Revision of ToR at Emergency WASH Training

Thank you very much

Douglas Graham

Emergency WASH Specialist

Timor-Leste Humanitarian Country Team (HCT)

In Attendance: 32

	Organization	Title	First Name	Last Name	Position	Email	Mobile
1 .	CARE	Ms.	Diane	Francisco	Country Director	diane.francisco@gmail.com,	7233490
2 .	CCF	Mr.	Geoffrey	Ezepue	Country Director	gezepue@gmail.com,	7322981
3 .	Concern	Mr.	Tapan	Barman	Acting Country Director	Tapan.barman@concern.net	7230963
4 .	FAO	Mr.	Fabrizio	Cesaretti	Emergency Coordinator	Fabrizio.Cesaretti@fao.org, TCE-ECU-Timor-Leste@fao.org	
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8 .	ISF	Mr.	Duke (CAPT)	Iodice	United Nations Liaison Officer / Humanitarian Focal Point	unlo@un.org	7320228
9 .	ISF	Mr.	James	Fisher	Foreign Affairs Officer		
10 .	NRC	Mr.	Alfredo	Zamudio	Country Director / Co-Chair of HCT	c-director@easttimor.nrc.no,	
11 .	Oxfam AUS	Ms.	Virginia	Dawson	Deputy Program Manager	viriniad@oxfam.org.au,	7268122
12 .	Plan Timor-Leste	Ms.	Penny	Jones	Program Effectiveness Manager	penny.jones@plan-international.org	7230348
13 .	UN HC Office	Ms.	Geraldine	Arias	Head of RC Unit	geraldine.arias@undp.org	

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25 .	UNMIT	Mr.	Idris	Ibrahim	Deputy Police Commissioner for Operations, UNPOL	ibrahim13@un.org	7230722
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