



Sanitation, Hygiene and Water (SHAW) Programme for East Indonesia

SHAW Programme Coordinators meeting

21 to 25 October 2013
Sumba, East Indonesia



Prepared for





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The findings, interpretations, comments and conclusions contained in this report are those of the author and may not necessarily reflect the views of either Simavi or the partner NGOs.

Baetings, E. (October 2013) Report on the SHAW programme Coordinators meeting, 21 to 25 October 2013, Sumba, East Indonesia, Sanitation, Hygiene And Water (SHAW) Programme for East Indonesia; IRC International Water and Sanitation Centre, The Hague, the Netherlands.

Websites of participating partner NGOs

<http://diandesia.org/Home.html>

<http://www.rumsram.org>

<http://cdbethesda.org/index.php>

<http://plan-international.org/where-we-work/asia/indonesia>

<http://www.simavi.nl>

Materials and documents on the SHAW Programme can be found on

<http://www.irc.nl/page/53746>

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Summary

The purpose of this report is to give an impression of the proceedings and discussions that took place during the 3rd SHAW Programme Coordinators meeting in 2013. This meeting was held in Tambolaka, Sumba Barat Daya, East Indonesia from Monday 21 October to Friday 25 October 2013. During the five-day event, a wide range of different SHAW programme related topics were discussed. The proceedings and outcomes of the meeting are captured in this report and are recapitulated in this summary.

The Programme Coordinators meetings, where all the SHAW partners meet, were initiated by Martin Keijzer, SHAW Programme Coordinator for Simavi, in 2011 to facilitate the exchange of information, knowledge and experiences, and to improve understanding and collaboration among the SHAW partners. Similar meetings organised in 2011 made it clear that to be able to enhance the overall performance, quality and sustainability of the SHAW programme there was an urgent need and therefore a desire to organise more frequent meetings to reflect, discuss, exchange, and learn and to enhance cooperation and collaboration among the SHAW partners.

Monday 21 October 2013

The first day of the Programme Coordinators meeting consisted of recurring agenda topics. During the morning the action plan developed during the previous June 2013 meeting in Jakarta was reviewed and updated. This session revealed that most of the agreements and action items of the previous meeting had been followed up and realised. A large part of the first day was used to present and discuss progress updates of the SHAW partners that covered the period July to October 2013. The partners were once again reminded to use the presentation format agreed upon during the June 2013 meeting.

Slide #	Topic	Remarks
1	STBM progress and achievements	Update information in Excel progress table
2	School sanitation progress and achievements	
3	Major changes and innovations	Report only on innovations (anything new including for example sanitation marketing)
4	Partnerships	
5	Replication	Use of SHAW approach by other stakeholders
6	Lessons learned	
7	Water supply progress and achievements	
8	Open space	Optional slide for any other important issues that you like or need to share
		Feel free to add additional slides with ONLY pictures to illustrate progress and achievements

Table: Content of progress reporting template as agreed in June 2013

As everybody felt somewhat overwhelmed by the enormous amount of information provided, each partner was asked to come up with one key message that they felt was the most important lesson they wanted to share with their colleagues. The five key messages are presented in the following table.






	Key messages in English	Key messages in bahasa Indonesia
	Advocacy is crucial as it will help to familiarise all the relevant stakeholders with STBM as well as to seek their commitment and involvement.	Advokasi adalah hal penting dan menentukan karena ini akan menolong para pemangku kepentingan terkait untuk membiasakan diri dengan STBM dan juga untuk memperoleh komitmen dan keterlibatan mereka.
	Partnership and collaboration with other key partners is crucial as 1) we have limited resources and capacities and 2) to avoid that other programmes will hamper progress in achieving 100% STBM.	Kemitraan dan kerjasama dengan mitra penting lain adalah hal menentukan karena 1) keterbatasan dalam hal sumber dan kapasitas yang kita miliki dan 2) mencegah agar program lain tidak menjadi penghambat bagi perkembangan pencapaian 100% STBM.
	Cadres need to focus on those houses that have not changed their sanitation and hygiene behaviours and practices as this will help to accelerate progress.	Relawan perlu memfokuskan diri pada kelompok rumah tangga yang belum mengalami perubahan perilaku sanitasi dan higiene serta praktiknya, karena hal ini akan mendorong terjadinya percepatan perkembangannya.
	STBM must be made an integral part of all regular village and Kecamatan level development programmes and activities as this will help to accelerate progress and to ensure long-term sustainability.	STBM harus dijadikan sebagai bagian tak terpisahkan dari program pembangunan secara tetap (reguler) di desa dan kecamatan, karena hal yang demikian akan menjadi dorongan terjadinya percepatan perkembangan yang ada dan untuk memastikan terjadinya keberlanjutan berjangka panjang.
	Be aware, there are several budgets available in the district that can be used to replicate the STBM approach in non-SHAW villages.	Agar menjadi perhatian bahwa sebenarnya terdapat beberapa pos anggaran tersedia di tingkat kecamatan yang dapat dimanfaatkan untuk melakukan replikasi pendekatan STBM untuk daerah-daerah di luar wilayah kerja SHAW.

Table: Key messages related to the SHAW partners' progress updates

The updated information obtained during the first day revealed that by mid-October 2013 a total of 110 villages (16 more than in mid-June) had been declared 100% STBM, equal to 11% of the intended number of target villages. In addition, 457 villages (309 more than in mid-June) villages had been verified by the Kecamatan authorities and are awaiting the final STBM declaration.

The rest of the afternoon was used to discuss the follow up of the findings of the SHAW Programme Review conducted in May and June 2013. Most of the time was used to revisit the solutions agreed upon during the June 2013 SHAW programme coordinators meeting with regards to issue 2 **'Smart use of village ADD budgets to promote and sustain STBM'**.

Priority	Solutions for smart use of village funds	Solusi untuk pemanfaatan dana desa
1	Allocate ADD budget for monitoring and technical assistance and capacity building of cadres and village government staff for promotion and education on STBM sustainability.	Alokasikan anggaran ADD untuk monitoring dan bantuan teknis dan pengembangan kapasitas para kader dan pejabat pemerintah desa untuk keberlanjutan promosi dan pendidikan STBM.
2	Develop a rule to use ADD budget allocation to provide loans to groups using a revolving fund approach.	Kembangkan aturan main dalam rangka pemanfaatan alokasi anggaran ADD untuk menyediakan pinjaman dengan pendekatan dana bergulir.

Priority	Solutions for smart use of village funds	Solusi untuk pemanfaatan dana desa
3	Use smart subsidies for poorer segments of the population that already changed their behaviour and that want to improve the quality of their sanitation facility. Use ADD budget to provide subsidies or loans.	Pergunakan subsidi dengan cerdas untuk lapisan masyarakat yang lebih miskin yang sudah merubah perilaku mereka dan yang berkehendak untuk memperbaiki kualitas sarana sanitasi mereka. Pergunakan anggaran ADD untuk memberi subsidi atau pinjaman.

Table: Solutions for smart use of village funds as determined during June 2013 SHAW PC meeting

Tuesday 22 October 2013

The second day was devoted to three topics: 1) follow up of the review findings; 2) monitoring; and 3) behaviour change. The first part of the morning was used to further discuss the review findings and in particular issue 2 'Slippage'. The solutions agreed upon during the June 2013 SHAW programme coordinators meeting held were revisited.

Priority	Solution to avoid or minimise slippage	Penyelesaian masalah untuk menghindari atau memperkecil kemunduran
1	Make sure that verification is carried out in a proper way by ensuring that 100% coverage is reached. Verification should make sure that everyone in the villages uses a toilet.	Pastikan bahwa verifikasi dilaksanakan dengan benar dengan memastikan bahwa telah tercapai cakupan sebesar 100%. Verifikasi harus memastikan bahwa setiap orang di desa mempergunakan jamban.
2	Carry out continuous support after triggering and declaration.	Melakukan dukungan yang berlanjut setelah pemicuan dan deklarasi.
3	Ensure that an effective Perdes to support STBM – is put in place.	Memastikan keberadaan Perdes yang secara efektif mendukung STBM .
4	Propagate that cadres are made responsible for a doable number of households so that they will be expected to continue their work.	Sampaikan pada para kader bahwa mereka hanya melakukan monitoring dengan jumlah rumahtangga yang sesuai kemampuan masing-masing, agar dengan cara demikian mereka diharapkan mampu melanjutkan penugasan tersebut.
5	Build the monitoring capacity of the communities so that monitoring can continue after STBM declaration to check whether there is any slippage in behaviours and practices.	Kembangkan kemampuan monitoring masyarakat sehingga kegiatan monitoring dapat berlanjut setelah deklarasi STBM, dalam rangka untuk menilai dan memeriksa apakah terjadi kemunduran dalam hal perilaku dan praktik sanitasi dan higiene.
6	Continue to develop the capacity (knowledge, understanding, skills and competences) of all actors at all levels on STBM.	Teruskan dalam hal pengembangan kapasitas seluruh pelaku STBM di semua tingkatan (pengetahuan, pemahaman, ketrampilan dan kompetensi).

Table: Solutions to avoid or minimise slippage as determined during June 2013 SHAW PC meeting

A substantial amount of time was spent to discuss the need for establishing village level regulations (Perdes). Partners were advised to consider developing standard templates as this could turn out to be much more efficient than providing support to 1,000 plus villages to develop their own unique Perdes. The Perdes required to allocate village development funds should be developed in close consultation with the Kabupaten level stakeholders to ensure rapid ratification by the Bupati. All partners agreed that capacity building activities for key stakeholders should first and foremost focus on sustaining the programme's achievements and replicating the approach, in particular: 1) capacity to conduct monitoring; 2: capacity to provide follow up support to communities and individual

households to maintain their STBM status including hygiene promotion; and 3) capacity to replicate the STBM approach. SHAW partners will have to start handing over roles and responsibilities to the key stakeholders at Kabupaten, Kecamatan and village levels so that they can take full responsibility for sustaining and replicating STBM towards the end of the programme. The roles and responsibilities of the different stakeholders, particularly related to providing continuous support to villages after STBM declaration, were defined.

Nr	What	Who is in the lead?
1	6 monthly outcome monitoring	Puskemas
2	Encourage, motivate, guide and build capacity of village level cadres and or relawan (volunteers)	Team STBM Kecamatan
3	Encourage and motivate the Kecamatan actors to be in the lead	SHAW partners
4	Build capacity of Kecamatan actors to continue providing support end encouragement to the villages	SHAW partners
5	Engage Kabupaten level stakeholders to support the Kecamatan level stakeholders	SHAW partners

Table: Roles and responsibilities for providing continuous support to 100% STBM villages

The session on monitoring was used to discuss a number of important issue starting with the follow up of the TOT conducted in September 2013 to increase the knowledge and skills of the partners on monitoring. Most partners are in the process of organising a range of training to enhance the capacities of their own staff and of the key stakeholders particularly those at village and Kecamatan level. The partners agreed on the following two key messages that are to be conveyed in every training.

Nr	Monitoring key messages	Monitoring key messages in bahasa Indonesia
1	Monitoring is to be done in a SMART manner (e.g. combine monitoring with hygiene promotion) and in a participatory manner so that everyone is involved (e.g. family member are involved in assessing the conditions and scoring of the QIS scales).	Monitoring dilakukan dengan SMART(kategorisasi, et.c) dan menggabungkan dengan promosi serta partisipatif (melibatkan rumah tangga dalam penentuankkatan).
2	The monitoring data is to be complete and correct and is used by all at all levels.	Data lengkap dan Benar Sehingga bisa di analisa dan di pergunakan di berbagai tingkatan.

Table: Monitoring related key messages to be conveyed during every training

With regards to recurring data related problems (incompleteness and inconsistencies) a couple of suggestions were given to improve the reliability and quality of the data. Finally the issue of capacity building and handing over of monitoring responsibilities to local stakeholders was discussed. Partners were advised to focus their capacity building efforts on 1) ensuring that collected data is complete and correct; and 2) enabling village and Kecamatan level stakeholders to process and analyse the data so that it can be used to monitor progress and to take corrective action.

The session on behaviour change focused on the FOAM framework and the need to conduct formative research to understand and analyse sanitation and hygiene behaviours as an input for developing effective hygiene promotion and behaviour change communication strategies. The OAM (Opportunities, Ability and Motivation) analysis was practiced during the field trip. The last session of the day focused on informing the partners on national level developments such as the Konferensi Sanitasi dan Air Minum Nasional (KSAN 2013) scheduled on 29 to 31 October 2013.

Wednesday 23 October 2013

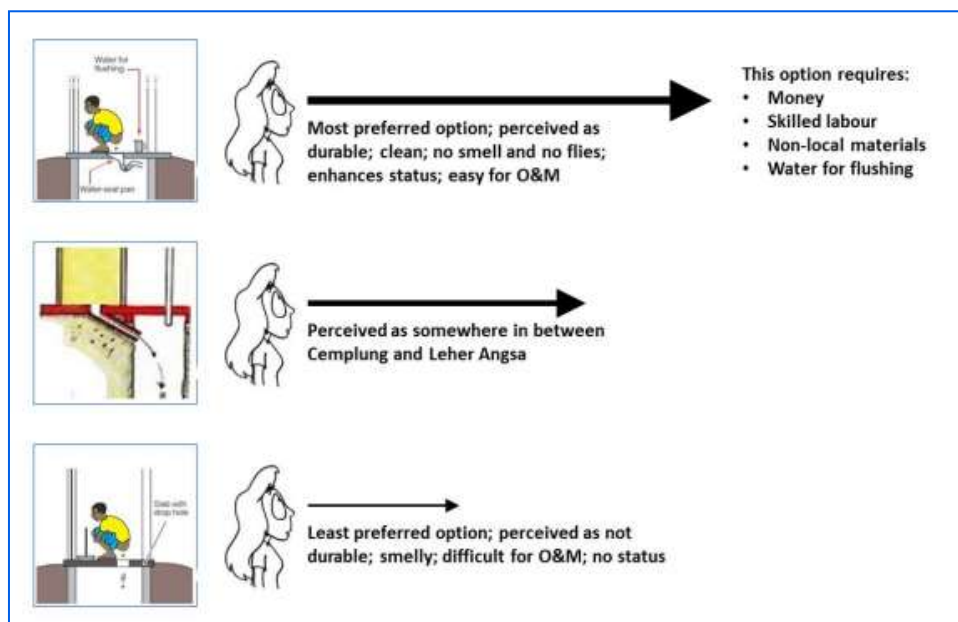
The third day was spent on a field trip, organised by CD Bethesda. Two teams visited two different villages: Waipadi village in Kecamatan Kodi Bangedo, Sumba Barat Daya; and Ngadu Mbolu village in Kecamatan Umbu Ratu Nggay, Sumba Tengah. The teams reviewed the visit during the evening.

Thursday 24 October 2013

The first session in the morning was used to present and discuss the review findings of the field visits. Partners were strongly advised to use the information (evidence) from the monitoring system to assess progress in villages. Furthermore the partners concluded that triggering requires immediate and effective follow up to encourage and motivate the community and to reinforce the sanitation and hygiene messages.

In the next session Martin Keijzer presented the results of a review carried out by an external consultant to assess the water supply related interventions. A step-by-step approach was shared that sets out a clearly defined path to increase quality of the interventions.

Sanitation technology options were discussed in the afternoon. The monitoring data showed that the pour-flush latrine (Leher Angsa) is the predominant choice of preference in the areas where Rumsram (94%), YDD (75%) and YMP (98%) are operating, whereas the simple dry pit latrine (Cemplung) is the preferred technology option in the areas where Plan (45%) and CD Bethesda (75%) are operating. Although the Leher Angsa might be the preferred technology choice for both users and local governments, it is not always the best option for all households considering its costs and its appropriateness in different areas (e.g. water scarce areas).



Summary of conclusions regarding sanitation technology options

The session concluded that alternative technology options should be (developed and) introduced to cope with specific local conditions (e.g. onsite septic tanks for large communities in East Lombok) and economic circumstances (e.g. sanitation technologies that allow for easy upgrading over time similar to the LEGO concept).

The final session of the day was devoted to reviewing progress made in implementing the new school sanitation component. The review revealed that two partners had commenced the training activities and that these same partners had started school triggering activities (YDD in Flores Timur and Rumsram in Biak Numfor).

Friday 25 October 2013

The 2014 planning process and requirements was discussed during the first session of the day. Given the fact that 2014 is formally the last year of the SHAW programme additional requirements were set for the plans and budgets. The deadline for submitting the 2014 plans and budgets by the SHAW partners is 15 November 2014.

The remainder of the morning was spent on determining and discussion the vision for the post SHAW period. The partners were asked to develop and present a vision for the period following 31 December 2014. Thereafter an overview of current sector trends was presented. The session concluded that in future programmes ‘doing more of the same will not be good enough’. Although future programmes would build on the expertise and experiences gained during the past four years it would have to address a number of new elements in particular issues surrounding sanitation marketing, financing options and safe disposal and/or reuse of human waste. A possible follow up programme would also have to be implemented in a different manner with a much more prominent leading role for local actors (both from local government bodies and the private sector).

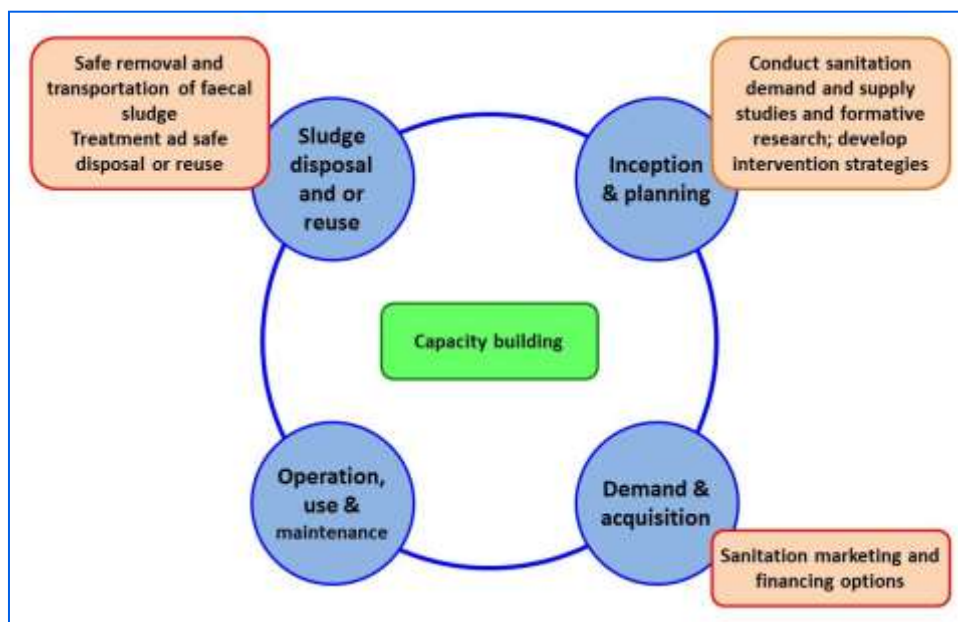


Figure: Elements of a sustainable sanitation approach

The first session in afternoon focused on dealing with a number of issues that had been put on the parking lot during the course of the meeting. Some agreements were reached with respect to publishing the second SHAW Newsletter for 2013. The discussion on the need to involve the Kabupaten Parliament will continue during the next PC meeting.

The final session of the five-day meeting was to develop a detailed action plan to take forward all the agreements and actions related to the topics discussed during the meeting. The detailed action plan is given in Appendix 5 (English) and Appendix 6 (Bahasa Indonesia). During the meeting it was agreed that the next SHAW Programme Coordinators meeting will be organised by Plan Indonesia in Kefa, TTU, West Timor. After the meeting the dates for the meeting were set for the period 17 to 21 February 2014.

The agenda of that meeting will include the following issues that remained in the parking lot:

- ⇒ STBM verification and declaration
- ⇒ Roles and responsibilities of Kabupaten and Kecamatan level stakeholders with regards to taking over programme responsibilities while phasing out – phasing over
- ⇒ Post-SHAW monitoring: what and by whom?
- ⇒ Faecal sludge management
- ⇒ Replication of the STBM approach with QUALITY

Ringkasan

Maksud laporan ini adalah memberi gambaran terkait berbagai materi pertemuan dan pembicaraan yang ada dan dilakukan selama Pertemuan Koordinator Program SHAW Ketiga Tahun 2013. Pertemuan ini diselenggarakan di Tambolaka, Sumba Barat Daya, Indonesia Timur, dari hari Senin 21 Oktober sampai dengan hari Jum'at 25 Oktober 2013. Selama pertemuan lima hari tersebut, berbagai hal yang mencakup berbagai topik yang luas terkait program SHAW telah dibicarakan. Berbagai bahan rapat dan keluaran dari pertemuan tersebut dicatat di laporan ini dan diringkaskan dalam bab Ringkasan ini.

Pertemuan para program koordinator di mana semua mitra SHAW bertemu, pada tahun 2011 diinisiasi oleh Martin Keijzer, Program Koordinator SHAW untuk Simavi, dalam rangka untuk saling tukar informasi, pengetahuan dan pengalaman, dan untuk meningkatkan saling pengertian serta kerjasama antar para mitra SHAW. Berbagai pertemuan sejenis sebagaimana yang diselenggarakan tahun 2011 membuat jelas bahwa demi meningkatkan keseluruhan kinerja, kualitas dan keberlanjutan program SHAW, terdapat kebutuhan yang mendesak dan karenanya sangat diinginkan agar pertemuan sejenis itu dilaksanakan dengan lebih sering untuk merefleksikan, mendiskusikan, saling tukar dan belajar serta meningkatkan kerjasama di antara para mitra SHAW.






Senin 21 Oktober 2013

Hari pertama pertemuan para Koordinator Program (KP) terdiri atas agenda yang berisi berbagai topik yang biasa terjadi sebelum-sebelumnya. Sepanjang pagi rencana aksi yang dikembangkan dalam pertemuan sebelumnya di Jakarta pada bulan Juni 2013 direview dan dimutakhirkan. Dari sesi ini terungkap bahwa sebagian terbesar dari berbagai kesepakatan dan rencana kegiatan dari pertemuan sebelumnya telah terlaksana. Sebagian besar dari waktu pada hari pertama dipergunakan untuk menyampaikan pemutakhiran perkembangan oleh para mitra SHAW yang mencakup periode bulan Juli sampai dengan Oktober 2013. Para peserta pertemuan sekali lagi diingatkan agar mempergunakan bentuk paparan yang telah disepakati dalam pertemuan bulan Juni 2013.

Slide #	Topic	Remarks
1	Perkembangan dan berbagai capaian STBM	Informasi mutakhir dalam tabel perkembangan dalam format Excel
2	Perkembangan dan berbagai capaian sanitasi sekolah	
3	Perubahan dan pembaruan/temuan besar	Hanya melaporkan tentang hal-hal baru (semua hal baru, termasuk misalnya marketing sanitasi)
4	Kemitraan	
5	Replikasi	Penggunaan pendekatan SHAW oleh pemangku kepentingan lain
6	Pembelajaran (lesson learned)	
7	Berbagai perkembangan dan capaian dalam hal penyaluran air bersih	
8	Lain-lain/warnasari	Slide tambahan untuk topik penting lain yang Anda inginkan atau dianggap perlu untuk dibagikan (di-sharingkan).
		Silakan beri tambahan slide namun HANYA gambar untuk memberi gambaran perkembangan dan capaian

Tabel: Isi dari bentuk baku laporan perkembangan yang disepakati pada bulan Juni 2013

Karena semua pihak merasa bahwa berbagai informasi yang ada sudah terlalu banyak, maka tiap mitra diminta menyampaikan satu pesan kunci yang dirasa paling penting untuk disampaikan pada para mitra yang lain sebagai sebuah pembelajaran. Lima pesan kunci tersebut terdapat dalam tabel berikut ini.

Pesan Kunci dalam Bahasa Indonesia	
	Advokasi adalah hal penting dan menentukan karena ini akan menolong para pemangku kepentingan terkait untuk membiasakan diri dengan STBM dan juga untuk memperoleh komitmen dan keterlibatan mereka.
	Kemitraan dan kerjasama dengan mitra penting lain adalah hal menentukan karena 1) keterbatasan dalam hal sumber dan kapasitas yang kita miliki dan 2) mencegah agar program lain tidak menjadi penghambat bagi perkembangan pencapaian 100% STBM.
	Relawan perlu memfokuskan diri pada kelompok rumah tangga yang belum mengalami perubahan perilaku sanitasi dan higiene serta praktiknya, karena hal ini akan mendorong terjadinya percepatan perkembangannya.
	STBM harus dijadikan sebagai bagian tak terpisahkan dari program pembangunan secara tetap (reguler) di desa dan kecamatan, karena hal yang demikian akan menjadi dorongan terjadinya percepatan perkembangan yang ada dan untuk memastikan terjadinya keberlanjutan berjangka panjang.
	Agar menjadi perhatian bahwa sebenarnya terdapat beberapa pos anggaran tersedia di tingkat kecamatan yang dapat dimanfaatkan untuk melakukan replikasi pendekatan STBM untuk daerah-daerah di luar wilayah kerja SHAW.

Tabel: Pesan Kunci terkait dengan perkembangan terakhir para mitra SHAW

Informasi terbaru yang diperoleh dalam hari pertama mengungkapkan bahwa sampai dengan pertengahan bulan Oktober 2013 sebanyak 110 desa telah deklarasi STBM 100% yang berarti lebih banyak 16 desa dibandingkan dengan pertengahan Juni 2013, setara dengan 11% dari desa target yang ingin dicapai. Kecuali itu, sebanyak 457 desa telah diverifikasi oleh pejabat pemerintahan Kecamatan dan sedang menunggu persiapan akhir untuk deklarasi STBM. Hal ini berarti lebih banyak 309 desa jika dibandingkan dengan pertengahan Juni 2013.

Bagian akhir dari kegiatan siang dipergunakan untuk membicarakan tindaklanjut dari berbagai temuan Review Program SHAW yang diselenggarakan bulan Mei dan Juni 2013. Sebagian besar waktu yang ada dimanfaatkan untuk menyimak ulang berbagai solusi yang sudah disepakati selama Pertemuan Koordinator Program SHAW pada bulan Juni 2013, dengan memperhatikan pada isu 2 **“Pemanfaatan secara cerdas anggaran ADD milik desa untuk mempromosikan dan melestarikan STBM”**

Priority	Solusi untuk pemanfaatan dana desa
1	Alokasikan anggaran ADD untuk monitoring dan bantuan teknis dan pengembangan kapasitas para kader dan pejabat pemerintah desa untuk keberlanjutan promosi dan pendidikan STBM.
2	Kembangkan aturan main dalam rangka pemanfaatan alokasi anggaran ADD untuk menyediakan pinjaman dengan pendekatan dana bergulir.
3	Pergunakan subsidi dengan cerdas untuk lapisan masyarakat yang lebih miskin yang sudah merubah perilaku mereka dan yang berkehendak untuk memperbaiki kualitas sarana sanitasi mereka. Pergunakan anggaran ADD untuk memberi subsidi atau pinjaman.

Tabel: Solusi untuk pemanfaatan ADD secara cerdas sebagaimana disepakati dalam PC Meeting bulan Juni 2013

Selasa 22 Oktober 2013

Hari kedua diperuntukan bagi tiga pokok bahasan: 1) tindak lanjut atas temuan dari kegiatan review; 2) monitoring; dan 3) perubahan perilaku. Bagian pertama dari pagi hari dimanfaatkan untuk mendiskusikan lebih lanjut berbagai temuan dari kegiatan review dan secara khusus membicarakan perihal kembalinya ke perilaku lama (topic bahaan 2: slippage). Berbagai solusi yang disepakati dalam pertemuan Koordinator Program SHAW bulan Juni 2013 disimak ulang.

Priority	Penyelesaian masalah untuk menghindari atau memperkecil kemunduran
1	Pastikan bahwa verifikasi dilaksanakan dengan benar dengan memastikan bahwa telah tercapai cakupan sebesar 100%. Verifikasi harus memastikan bahwa setiap orang di desa mempergunakan jamban.
2	Melakukan dukungan yang berlanjut setelah pemicuan dan deklarasi.
3	Memastikan keberadaan Perdes yang secara efektif mendukung STBM .
4	Sampaikan pada para kader bahwa mereka hanya melakukan monitoring dengan jumlah rumahtangga yang sesuai kemampuan masing-masing, agar dengan cara demikian mereka diharapkan mampu melanjutkan penugasan tersebut.
5	Kembangkan kemampuan monitoring masyarakat sehingga kegiatan monitoring dapat berlanjut setelah deklarasi STBM, dalam rangka untuk menilai dan memeriksa apakah terjadi kemunduran dalam hal perilaku dan praktik sanitasi dan higiene.
6	Teruskan dalam hal pengembangan kapasitas seluruh pelaku STBM di semua tingkatan (pengetahuan, pemahaman, ketrampilan dan kompetensi).

Tabel: Solusi untuk menghindari atau mengurangi kembalinya ke perilaku lama sebagaimana disepakati dalam PC Meeting bulan Juni 2013

Kebutuhan diterbitkannya Perdes dibicarakan dalam waktu yang panjang. Para mitra dianjurkan untuk memikirkan perlunya menyusun/mengembangkan bentuk umum Perdes, karena dengan cara ini akan lebih berhasilguna (efisien) daripada membantu menciptakan Perdes satu per satu untuk tiap desa bagi lebih dari seribu desa. Penyusunan Perdes yang mengalokasikan dana pembangunan desa harus dikonsultasikan dengan para pemangku kepentingan di tingkat Kabupaten, agar memastikan pengesahannya oleh Bupati. Seluruh mitra SHAW sepakat bahwa berbagai kegiatan untuk membangun kapasitas untuk para pemangku kepentingan harus pertama-tama dan yang diutamakan menjadi titik perhatian dalam rangka menjaga agar berbagai capaian program bisa berkesinambungan dan dalam upaya untuk kegiatan replikasi, khususnya untuk: 1) kapasitas untuk melaksanakan monitoring; 2) kapasitas untuk melakukan dukungan tindaklanjut bagi masyarakat dan masing-masing rumahtangga, agar mereka mampu menjaga status STBM masing-masing termasuk sekaligus untuk melakukan promosi higiene; dan 3) kapasitas untuk melakukan replikasi pendekatan STBM. Para mitra SHAW dalam waktu dekat harus mulai melakukan serahterima peran dan tanggungjawab kepada para pemangku kepentingan di berbagai tingkat seperti Kabupaten, Kecamatan dan desa, sehingga mereka akan mampu mengambil alih sepenuhnya tanggungjawab untuk melestarikan dan mereplikasi STBM menjelang akhir akhir program. Berbagai peran dan tanggungjawab untuk masing-masing pemangku kepentingan telah ditetapkan/disusun, khususnya terkait dengan penyediaan dukungan terus menerus untuk desa setelah dilakukannya deklarasi STBM.

Nr	Apa	Penanggungjawab
1	Monitoring outcome enam bulanan	Puskemas
2	Mendorong, memotivasi, membimbing dan mengembangkan kapasitas kader atau relawan tingkat desa	Tim STBM Kecamatan
3	Mendorong dan memotivasi para aktor tingkat Kecamatan agar memerankan diri di depan sebagai pelopor	Para mitra SHAW

Nr	Apa	Penanggungjawab
4	Mengembangkan kapasitas para aktor tingkat Kecamatan untuk melanjutkan dukungan dan dorongan pada desa	Para mitra SHAW
5	Melibatkan para pemangku kepentingan di tingkat Kabupaten untuk mendukung para pemangku kepentingan tingkat Kecamatan	Para mitra SHAW

Tabel: Peran dan tanggungjawab untuk memberikan dukungan terus-menerus pada desa-desa 100% STBM

Pembahasan monitoring dimanfaatkan untuk membicarakan sejumlah isu penting, diawali dengan tindakan lanjut ToT yang diselenggarakan bulan September 2013 untuk meningkatkan pengetahuan dan ketrampilan para mitra dalam hal monitoring. Kebanyakan mitra dalam proses penyelenggaraan berbagai pelatihan untuk meningkatkan kapasitas staf mereka masing-masing dan para pemangku kepentingan kunci di tingkat desa dan Kecamatan. Para mitra sepakat atas dua pesan kunci berikut ini, yang harus disampaikan dalam setiap pelatihan.

Nr	Pesan kunci monitoring dalam bahasa Indonesia
1	Monitoring dilakukan dengan SMART(kategorisasi, dll) dan menggabungkan dengan promosi serta partisipatif (melibatkan rumah tangga dalam penentuan tingkatan).
2	Data lengkap dan benar sehingga bisa dianalisa dan di pergunakan di berbagai tingkatan.

Tabel: Pesan kunci monitoring terkait yang harus disampaikan dalam tiap pelatihan

Mempertimbangkan terjadinya permasalahan terkait data yang terjadi berulang-ulang, misalnya terjadinya ketidaklengkapan dan ketidak-konsistenan, beberapa usulan disampaikan untuk memperbaiki kualitas dan keabsahan data. Akhirnya topik bahasan terkait pengembangan kapasitas dan penyerahan tanggungjawab monitoring pada para pemangku kepentingan setempat dibicarakan. Para mitra diminta untuk memfokuskan diri pada upaya-upaya mereka dalam pengembangan kapasitas pada hal-hal: 1) memastikan bahwa data yang dikumpulkan benar-benar lengkap dan benar; 2) membuat para pemangku kepentingan di tingkat desa dan kecamatan menjadi mampu melakukan pemrosesan dan menganalisa data sehingga dapat dipergunakan untuk melakukan monitoring atas perkembangan keadaan/status masyarakat dan melakukan tindakan perbaikan jika diperlukan.

Pembahasan topik perubahan perilaku terfokus pada kerangka kerja FOAM dan perlunya melakukan riset formatif untuk memahami dan melakukan analisa perilaku sanitasi dan higiene sebagai sebuah masukan untuk mengembangkan strategi efektif untuk promosi higiene dan komunikasi bagi terjadinya perubahan perilaku. Analisa OAM (Opportunities, Ability and Motivation/Kesempatan, Kemampuan, dan Motivasi) dilakukan pada saat kunjungan lapangan. Bagian terakhir dari hari ini berpusatkan pada menyampaikan perkembangan di tingkat nasional pada para mitra, seperti Konferensi Sanitasi dan Air Minum Nasional (KSAN 2013) yang diselenggarakan tanggal 29-31 Oktober 2013.

Rabu, 23 Oktober 2013

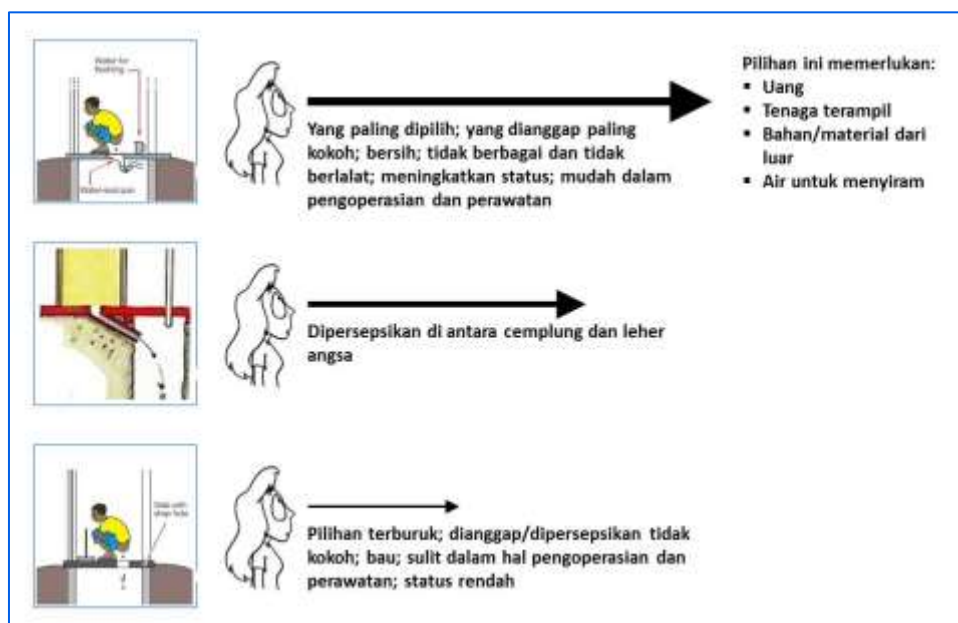
Hari ketiga dimanfaatkan untuk melakukan kunjungan lapangan, diatur oleh CD Bethesda. Dua tim mengunjungi dua desa berbeda: Waipadi di Kecamatan Kodi Bangedo, Sumba Barat Daya; dan Ngadu Mbolu di Kecamatan Umbu Ratu Nggay, Sumba Tengah. Kemudian pada sore harinya tim-tim tersebut merangkum catatan mereka atas kunjungan masing-masing.

Kamis, 24 Oktober 2013

Bagian pertama di pagi hari dimanfaatkan untuk pemaparan dan mendiskusikan berbagai temuan dari kunjungan lapangan. Para mitra sangat dianjurkan untuk mempergunakan informasi (yang berarti bukti) dari sistem monitoring dalam menilai perkembangan dari desa yang dikunjungi. Lebih jauh para mitra menyimpulkan bahwa segera setelah pemicuan mengharuskan dilakukannya langkah tindak lanjut secara efektif dan segera pula melakukan motivasi pada masyarakat, dan juga menyampaikan ulang pesan-pesan sanitasi dan higiene.

Pada sesi berikutnya Martin Keijzer memaparkan berbagai hasil dari sebuah review yang dilakukan oleh konsultan eksternal terkait dengan pelaksanaan berbagai kegiatan penyaluran air bersih. Pendekatan yang bertahap disampaikan yang kemudian memberi gambaran yang jelas tentang langkah yang perlu diambil dalam rangka peningkatan kualitas dari intervensi yang dilakukan.

Berbagai pilihan teknologi sanitasi dibicarakan pada siang harinya. Data monitoring menunjukkan bahwa jamban leher angsa adalah pilihan utama di wilayah-wilayah kerja Rumsram (94%), YDD (75%) dan YMP (98%), dan jamban cemplung adalah pilihan teknologi yang lebih dipilih di wilayah-wilayah Plan (45%) dan CD Bethesda (75%). Walau pun leher angsa menjadi pilihan teknologi baik untuk pengguna maupun instansi pemerintah, itu tidak selalu pilihan terbaik untuk seluruh rumahtangga karena pertimbangan biaya pembangunannya dan kesesuaiannya di daerah masing-masing (misalnya di daerah di mana air sulit didapat).



Ringkasan berbagai kesimpulan terkait pilihan teknologi sanitasi

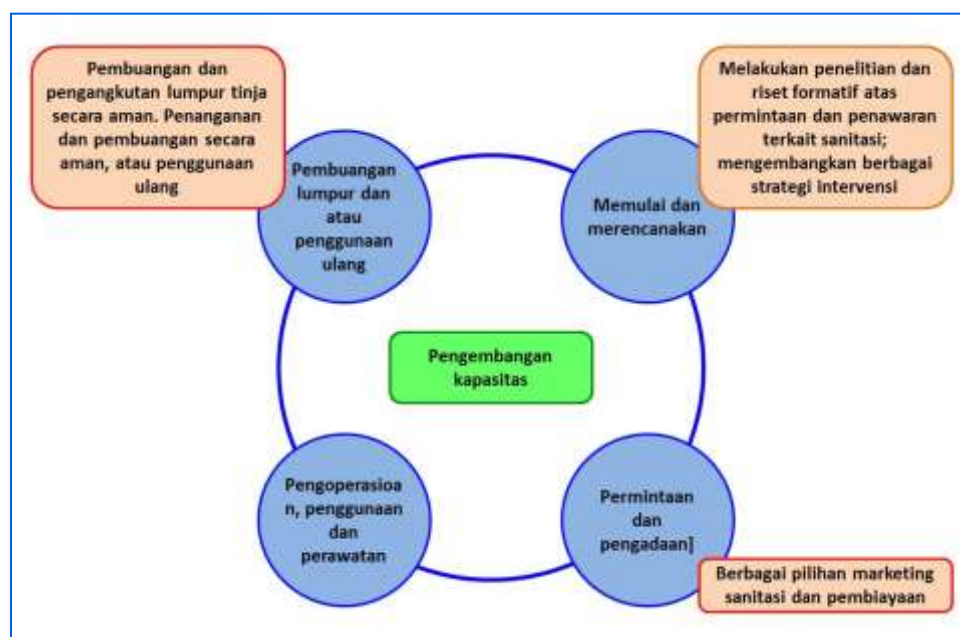
Sesi ini menyimpulkan bahwa pilihan teknologi alternative harus diperkenalkan dan dikembangkan juga, untuk mengatasi keadaan setempat (misalnya penggunaan septic tank di daerah padat penduduk seperti di Lombok Timur), dan kondisi ekonomi (misalnya berbagai teknologi yang memungkinkan dilakukannya peningkatan kualitas dari waktu ke waktu, yang kira-kira mirip seperti konsep permainan LEGO)

Bagian akhir dari hari ini diperuntukkan bagi dilakukannya peninjauan atas perkembangan yang telah berhasil dicapai dalam pelaksanaan kegiatan baru, yaitu komponen sanitasi sekolah. Review yang dilakukan menunjukkan bahwa dua mitra telah memulai berbagai kegiatan pelatihan dan bahwa kedua mitra ini telah pula memulai kegiatan pemicuan sekolah (YDD di Flores Timur dan Rumsram di Biak Numfor)

Jum'at, 25 Oktober 2013

Proses penyusunan dan berbagai keharusan terkait dengan perencanaan 2014 dibicarakan pada bagian pertama hari ini. Memahami kenyataan bahwa 2014 resminya adalah tahun terakhir program SHAW, berbagai persyaratan tambahan diberikan untuk penyusunan perencanaan dan penganggaran. Tenggat akhir untuk menyampaikan perencanaan dan anggaran tahun 2014 oleh para mitra SHAW adalah 15 November 2014.

Sisa waktu di pagi hari diperuntukkan bagi penetapan dan pembicaraan terkait visi pasca-periode SHAW. Para mitra diminta untuk mengembangkan dan memaparkan visi mereka masing-masing untuk masa setelah tanggal 31 Desember 2014. Setelah itu sebuah tinjauan umum tentang berbagai kecenderungan berbagai sektor pada masa kini dipaparkan. Sesi ini menyimpulkan bahwa pada program-program di masa mendatang 'melakukan lebih banyak kegiatan yang sama tidaklah cukup bagus dan memadai'. Walau pun berbagai program di masa mendatang dikembangkan atas dasar keahlian dan pengalaman yang diperoleh selama empat tahun yang lalu, namun itu harus mempertimbangkan dengan sungguh-sungguh sejumlah aspek/elemen baru, khususnya di seputar marketing sanitasi, berbagai pilihan pembiayaan dan pembuangan yang benar-benar aman dan/atau pemanfaatan limbah manusia. Program lanjutan yang dimungkinkan juga harus diimplementasikan dalam sifat yang berbeda yang lebih menonjolkan peran para pemangku kepentingan setempat, baik dari instansi pemerintah setempat dan juga sektor swasta.



Gambar: Bagian-bagian dari pendekatan sanitasi berkelanjutan

Bagian pertama dari siang hari terpusat pada hal-hal terkait sejumlah pokok bahasan yang telah terdaftar dalam agenda 'Warnasari' (parking lot) sepanjang pertemuan ini dilaksanakan selama beberapa hari. Beberapa kesepakatan dicapai dalam hal penerbitan Newsletter SHAW untuk 2013. Pembicaraan terkait dengan arti penting melibatkan DPRD akan dilanjutkan dalam PC Meeting yang akan datang.

Bagian akhir dari pertemuan lima hari ini adalah mengembangkan rencana aksi secara rinci untuk menindaklanjuti keseluruhan kesepakatan dan langkah terkait dengan berbagai topik yang telah dibicarakan selama rapat diselenggarakan. Rincian rencana aksi ada dalam Lampiran 5 (Bahasa Inggris) dan Lampiran 6 (Bahasa Indonesia). Selama pertemuan ini telah disepakati bahwa Pertemuan Koordinator Program SHAW yang akan datang akan diselenggarakan dan diatur oleh Plan Indonesia di Kefa, TTU, Timor dari tanggal 17 sampai dengan 21 Februari 2014.

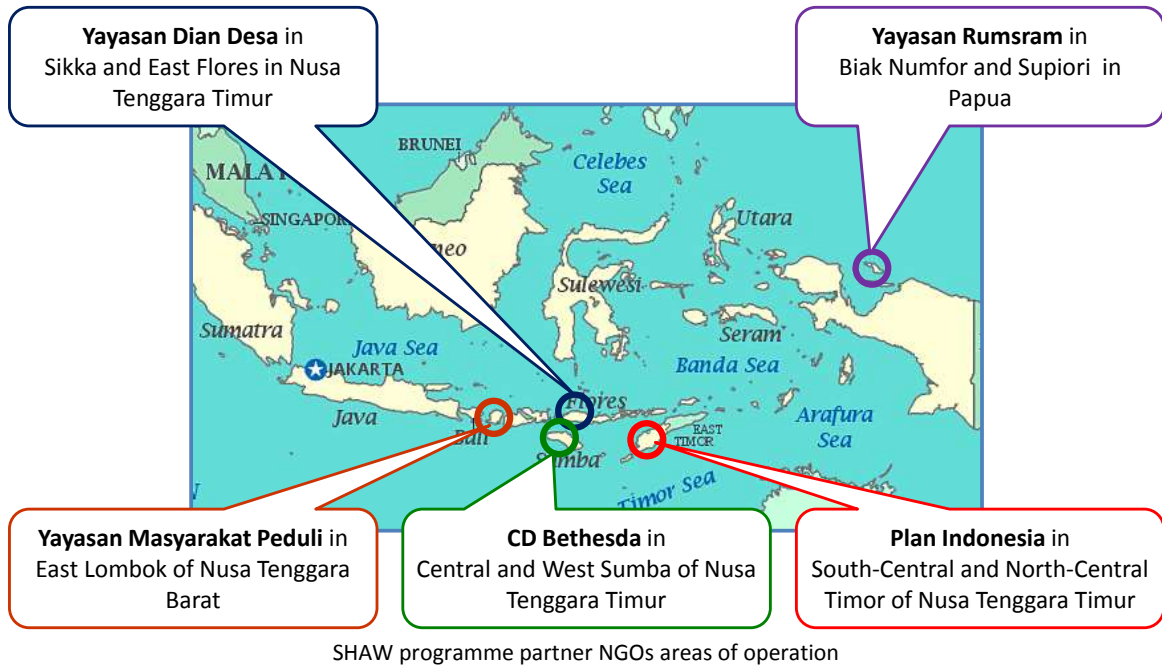
Agenda pertemuan tersebut antara lain akan berisi topic-topik bahasan yang masih ada dan belum dibahas dari agenda 'Warnasari', yaitu:

- ⇒ Verifikasi dan deklasari STBM
- ⇒ Peran dan tanggungjawab para pemangku kepentingan tingkat Kabupaten dan Kecamatan dalam hal pengambilalihan tanggungjawab setelah akhir program
- ⇒ Monitoring pasca program SHAW: apa dan oleh siapa?
- ⇒ Pengelolaan lumpur dari tinja
- ⇒ Replikasi pendekatan STBM dengan berkualitas

1. Introduction

1.1 Background

During the period 2010 to 2014 a five-year Sanitation, Hygiene and Water (SHAW) programme is implemented in nine districts in Eastern Indonesia. The programme is coordinated by Simavi and implemented by five Indonesian NGOs (Yayasan Dian Desa, PLAN Indonesia, CD-Bethesda, Yayasan Rumsram and Yayasan Masyarakat Peduli).



The programme is implemented in accordance with the STBM (Sanitasi Total Berbasis Masyarakat) approach which was adopted by the Ministry of Health as the national sanitation strategy in 2008. Although a number of isolated pilots took place, the SHAW programme is the first attempt to implement the STBM approach at scale.

The overall goal of the programme is to reduce poverty by improving the health status of rural communities in Indonesia and by doing so enhance sustainable and equitable rural development. This is to be achieved by providing support to communities and (sub) districts in their effort to establish and implement effective, sustained services for improved sanitation, water use and hygiene on a (sub) district-wide level.

The overall objective of the programme is that by 2014, an enabling environment exists for communities in nine selected districts in East Indonesia, to realise a sustainable healthy living environment through coordinated action to promote sanitation and hygiene and to increase access to safe drinking water and school sanitation. This will be monitored and shared at sub-district, district and national level to reinforce sector management and for replication.

Programme Coordinators meetings are organised on a regular basis to increase collaboration among SHAW partners by facilitating sharing and learning through the exchange of information, knowledge and experiences, and by creating space and energy to move forward together. This report is meant to share the results of the 3rd Programme Coordinators meeting of 2013 held from 21 to 25 October 2013 in Sumba, East Indonesia.

1.2 Objectives and set up of the Jakarta meeting

The objectives of this meeting were to:

1. Review and discuss progress of each partner;
2. Discuss follow up of the programme review findings;
3. Discuss a range of programme issues and topics;
4. Review progress on the ground and the approach applied in a number of intervention villages; and
5. Develop a concrete action plan, with key activities for the period October-December 2013.

The original meeting agenda prepared prior to the actual meeting is presented in Appendix 1.

The participants attending the meeting represented the SHAW implementation partners consisting of Yayasan Dian Desa, PLAN Indonesia, CD-Bethesda, Yayasan Rumsram and Yayasan Masyarakat Peduli plus Simavi and IRC. An overview of the participants is presented in Appendix 2.

The three-day meeting was organised, facilitated and documented by Erick Baetings (IRC) with logistical and secretarial support from Yusmaidy and Yuli Arisanti of the SHAW Programme Unit. Yusmaidy was also crucial in documenting the discussions during the meeting. Abang Rahino took care of all the translation and interpretation work during the meeting. Martin Keijzer, SHAW Programme Coordinator of Simavi took an active role in ensuring the success of the meeting.

2. Proceedings and results of the Sumba meeting

2.1 Monday 21 October 2013

Table 1: Actual programme of day one

	When	What	Who
Morning	09.00-10.00	Opening and welcome	Martin
		Introduction round	Participants
		Objectives and programme for the week	Erick
	10.00-10.30	Progress on action plan 2012-Q3	Erick
	11.00-12.45	Progress updates by partners	Programme Coordinators
		Lunch	
Afternoon	13.30-15.15	Progress updates by partners	Programme Coordinators
	15.45-16.30	Most important messages from progress updates	Erick
	16.30-17.45	Follow up on June 2013 review findings	Erick

Welcome, introductions and agenda for the first day

Erick invited Martin to open the five-day SHAW Programme Coordinators meeting.

Martin opened the meeting by welcoming everybody to the third SHAW Programme Coordinators' meeting of 2013. Martin started by saying that he was looking forward to the meeting as a lot of work has been carried out by the partners. Martin mentioned that he had discussed the programme at the Stockholm World Water Week with a lot of interested people. There is a need to share the approach and results with the outside world as a lot of people are interested in learning more about the programme. He also mentioned that he had had a Skype call with the Director of Simavi, who wanted to say hello to all of the partners, and who intends to visit the programme early next year.

"Looking at the meeting schedule there is a lot to discuss this week. We will also look at what we need to do next year as that is the final year of the SHAW programme. I hope we can complete the programme next year with good results. We will need to work hard to achieve our goals and to ensure the sustainability of the programme results."

Martin then thanked CD Bethesda for being the host and for organising the meeting. And finally he wished all the participants a fruitful week.

After the opening, a quick introduction round was made as there were a number of new faces. The participants list is attached as Appendix 2.

Erick thereafter explained the purpose of the meeting: to learn and share, to discuss pressing or new issues, and to move forward together. He then showed and explained the programme for the first day. The original five-day meeting programme is given in Appendix 1.

Progress on action plan June 2013 PC meeting

Erick facilitated a quick exercise in which the action plan of the previous June 2013 SHAW Programme Coordinators meeting held in Jakarta was reviewed and discussed.

The exercise revealed that, except for the publication of the 2nd SHAW newsletter, all the agreements and action items of the previous meeting had been followed up and realised. The details of the progress updates on the June 2013 action plan are provided in Appendix 3.

Progress updates by partners

On behalf of the five SHAW partners, the following participants presented updates on activities carried out and progress made during the period July to September 2013 with the help of Microsoft PowerPoint presentations:

- Ibu Dewi for CD Bethesda
- Ikos for YDD
- Ibu Elena for YMP
- Ibu Dewi for CD Bethesda
- Pak Ishak for Rumsram
- Simon Heintje for Plan Indonesia

After the individual partner presentations time was allocated for elaborations and short question and answer sessions. The presentations are available on shawprogramme@gmail.com and the most relevant discussions are summarised below.



CD Bethesda

- Galuh asked about the cooperation with Pamsimas and PNPM and in particular on what basis villages are selected. Apparently selection is done on the basis of 100% STBM declaration. Simon was somewhat confused or concerned as Pamsimas and PNPM are focusing more on community facilities (e.g. public toilets) whereas STBM is focusing on household facilities.
- Elena asked about the reason for cooperating with Pamsimas. It was explained that it will help to sustain the STBM achievements in particular if Pamsimas is willing to invest in water supply facilities in the villages that have been declared 100% STBM.
- Erick wanted to know why only 43 villages are being monitored whereas 49 villages are claimed to have been triggered. Apparently out of the 49 villages, six villages have only been partly triggered (e.g. one or two dusun instead of all dusun). It is important that reported figures are correct and portray a reliable picture of progress made up to date.



Pictures included in the CD Bethesda progress update presentation



YAYASAN DIAN DESA **Yayasan Dian Desa**

- Galuh asked about YDD's capacity to enable others to take the work forward. It was explained that YDD cooperates with other development partners to get the approach replicated (e.g. Plan Project Unit in Sikka collaborating with YDD on school sanitation).
- Martin asked YDD to explain the differences between the number of triggered villages and the number of villages that are included in the monitoring overviews.



Pictures included in the YDD progress update presentation



Yayasan Masyarakat Peduli

- Dewi asked what YMP considers as the biggest challenge at present. Elena explained that this is the capacity of the village cadres.
- Martin asked why the overview included only 45 villages instead of the original 47 target villages. Elena explained that two villages did not show any interest in STBM.
- Erick asked how YMP had come up with the village categorisations (easy, not so easy, and difficult) for 45 villages while only 29 villages had been triggered so far. He reminded the participants to be extremely cautious when assigning categories to villages. This is to be done three months after triggering as this will give enough time to assess the response by the villages, and it is to be done in close consultation with the Kecamatan STBM team.



Pictures included in the YMP progress update presentation



Rumsram

- With regards to cooperation with PNPM Respekt, Dindo asked whether Rumsram is involved in Pillar 1. Pak Ishak explained that Rumsram is not involved in the actual provision or construction of sanitation facilities.
- Nur asked whether Dinkes – which is apparently replication STBM in non-SHAW villages – is following the same approach as developed by the SHAW partners. Pak Ishak explained that Dinkes basically only organises demand triggering events and nothing else!



Pictures included in the Rumsram progress update presentation



Plan Indonesia

- No specific issues were raised by the participants following the presentation by Simon Heintje.
- Erick raised a general issue by requesting all five partners to use the presentation format developed in June 2013 during future PC meetings. He also suggested limiting the amount of information (details) that is presented as it is difficult to follow for a majority of participants.



Pictures included in the Plan progress update presentation

Most important messages from progress updates

Following the presentations everybody felt somewhat overwhelmed by the enormous amount of information provided. Erick therefore suggested that each partner should come up with one key message that they felt was the most important lesson they want to share with their colleagues. The partners were given some time to come up with one or two key messages on the basis of their own presentations. Thereafter the partners presented their key messages.

Key messages are essential tools in all communications work. Key messages are messages you want your audience to remember and react to. Key messages are opinions that you should be able to back up with proof and case examples. Key messages prompt your audience to ask "Why"? "How"? Key messages should get your audience curious about what you have to say.

Key messages should be:

- **Concise:** avoid jargon and acronyms
- **Active:** make every sentence active
- **Positive:** talk about what one can do, not what you can't
- **Short:** one memorable sentence, 10-15 seconds to say.
- **Specific:** address a particular challenge and audience

The following table shows an overview of the final key messages.






	Key messages in English	Key messages in bahasa Indonesia
	Advocacy is crucial as it will help to familiarise all the relevant stakeholders with STBM as well as to seek their commitment and involvement.	Advokasi adalah hal penting dan menentukan karena ini akan menolong para pemangku kepentingan terkait untuk membiasakan diri dengan STBM dan juga untuk memperoleh komitmen dan keterlibatan mereka.
	Partnership and collaboration with other key partners is crucial as 1) we have limited resources and capacities and 2) to avoid that other programmes will hamper progress in achieving 100% STBM.	Kemitraan dan kerjasama dengan mitra penting lain adalah hal menentukan karena 1) keterbatasan dalam hal sumber dan kapasitas yang kita miliki dan 2) mencegah agar program lain tidak menjadi penghambat bagi perkembangan pencapaian 100% STBM.
	Cadres need to focus on those houses that have not changed their sanitation and hygiene behaviours and practices as this will help to accelerate progress.	Relawan perlu memfokuskan diri pada kelompok rumah tangga yang belum mengalami perubahan perilaku sanitasi dan higiene serta praktiknya, karena hal ini akan mendorong terjadinya percepatan perkembangannya.
	STBM must be made an integral part of all regular village and Kecamatan level development programmes and activities as this will help to accelerate progress and to ensure long-term sustainability.	STBM harus dijadikan sebagai bagian tak terpisahkan dari program pembangunan secara tetap (reguler) di desa dan kecamatan, karena hal yang demikian akan menjadi dorongan terjadinya percepatan perkembangan yang ada dan untuk memastikan terjadinya keberlanjutan berjangka panjang.
	Be aware, there are several budgets available in the district that can be used to replicate the STBM approach in non-SHAW villages.	Agar menjadi perhatian bahwa sebenarnya terdapat beberapa pos anggaran tersedia di tingkat kecamatan yang dapat dimanfaatkan untuk melakukan replikasi pendekatan STBM untuk daerah-daerah di luar wilayah kerja SHAW.

Table 2: Key messages related to the SHAW partners' progress updates

Follow up on June 2013 review findings

This session was introduced by Erick with the help of a PowerPoint presentation. The following table shows an overview of the issues that were identified during the June 2013 Review workshop “Building Partnerships for Sustainability”¹.

Nr	Follow up issues	Details
1	Adapt the STBM approach to fit local conditions	Related to #7
2	Availability and use of village budgets (ADD) and district budgets (BOK) to implement STBM and to sustain changes in sanitation and hygiene behaviours and practices	Refer to smart use of village ADD budgets to promote and sustain STBM
3	Involve local stakeholders and in particular those at Kabupaten level	Related to stakeholders’ commitment, capacity and STBM budget allocations
4	Quality of facilities and the provision of a wider range of sanitation and hygiene technology options	Related to technology options session included in the programme for Thursday 24 October
5	Effective hygiene promotion on STBM pillars 2 to 5	Related to #6
6	Avoiding slippage in sanitation and hygiene behaviours and practices	Refer to slippage
7	Problems caused by working in areas where SHAW has to ‘compete’ with subsidised infrastructure programmes	Related to #1

Table 3: List of main follow up issues of the June 2013 SHAW programme review

The main issues were revisited for the following two reasons: 1) to refresh the minds of the participants and to make sure that all the partners were on the same wave length; and 2) to discuss additional follow up activities if and when necessary. The following paragraphs capture the main issues discussed.

Issue 1: Adaptation of the STBM approach to fit local conditions and to avoid problems caused by working in areas where SHAW has to compete with subsidised programmes

This issue was not taken up as it is basically only relevant for the SHAW programme implemented in Biak Numfor and Supiori in Papua. This should be taken up and discussed separately by Simavi and Yayasan Rumsram.

Issue 2: Smart use of village ADD budgets to promote and sustain STBM

The solutions agreed upon during the June 2013 SHAW programme coordinators meeting held in Jakarta and shown in the following table were quickly revisited.

Priority	Solutions for smart use of village funds	Solusi untuk pemanfaatan dana desa
1	Allocate ADD budget for monitoring and technical assistance and capacity building of cadres and village government staff for promotion and education on STBM sustainability.	Alokasikan anggaran ADD untuk monitoring dan bantuan teknis dan pengembangan kapasitas para kader dan pejabat pemerintah desa untuk keberlanjutan promosi dan pendidikan STBM.
2	Develop a rule to use ADD budget allocation to provide loans to groups using a revolving fund approach.	Kembangkan aturan main dalam rangka pemanfaatan alokasi anggaran ADD untuk menyediakan pinjaman dengan pendekatan dana bergulir.

¹ Baetings, E. (June 2013) **Report on the Joint Review Workshop “Building Partnerships for Sustainability”**, Jakarta, Indonesia, 17 and 18 June 2013, Sanitation, Hygiene And Water (SHAW) Programme for East Indonesia; IRC International Water and Sanitation Centre, The Hague, the Netherlands

Priority	Solutions for smart use of village funds	Solusi untuk pemanfaatan dana desa
3	Use smart subsidies for poorer segments of the population that already changed their behaviour and that want to improve the quality of their sanitation facility. Use ADD budget to provide subsidies or loans.	Pergunakan subsidi dengan cerdas untuk lapisan masyarakat yang lebih miskin yang sudah merubah perilaku mereka dan yang berkehendak untuk memperbaiki kualitas sarana sanitasi mereka. Pergunakan anggaran ADD untuk memberi subsidi atau pinjaman.

Table 4: Solutions for smart use of village funds as determined during June 2013 SHAW PC meeting

This issue required little further discussion as everybody still agreed with the priorities determined during the June 2013 SHAW programme coordinators meeting.

Issue 3: Involvement of local stakeholders and in particular those at Kabupaten level

This issue was covered in more detail when the issue of slippage was discussed during the morning of the second day.

2.2 Tuesday 22 October 2013

Table 5: Actual programme of day two

	When	What	Who
Morning	08.30-09.00	Recap of day one	Erick
	09.00-10.15	Continuation of follow up of June 2013 review findings session	Erick
	10.45-12.45	Monitoring	Erick
		Lunch	
Afternoon	13.45-15.15	Monitoring continued	Erick
	15.45-17.00	Hygiene promotion and behaviour change	Galuh
	17.15-18.00	Issues from national level	Yusmaidy

Recap and programme of the day

Erick gave a quick recap of what had been discussed during the first day of the SHAW Programme Coordinators meeting. The recap was also used to finalise the five key messages identified by the five partners during the afternoon of the first day. Erick had made an attempt to put the messages on paper – with the help of Pak Abang who translated the messages in Bahasa Indonesia – to test the content and clarity of the messages. Three out of the five messages captured what the partners had originally meant whereas two other messages required some additional work. The final messages have already been presented in table 2 (see proceedings of day one). Thereafter the programme for the second day was presented.

Continuation of follow up of June 2013 review findings session

Issue 6: Slippage

The solutions agreed upon during the June 2013 SHAW programme coordinators meeting held in Jakarta and shown in the following table were quickly revisited.

Priority	Solution to avoid or minimise slippage	Penyelesaian masalah untuk menghindari atau memperkecil kemunduran
1	Make sure that verification is carried out in a proper way by ensuring that 100% coverage is reached. Verification should make sure that everyone in the villages uses a toilet.	Pastikan bahwa verifikasi dilaksanakan dengan benar dengan memastikan bahwa telah tercapai cakupan sebesar 100%. Verifikasi harus memastikan bahwa setiap orang di desa mempergunakan jamban.
2	Carry out continuous support after triggering and declaration.	Melakukan dukungan yang berlanjut setelah pemicuan dan deklarasi.
3	Ensure that an effective Perdes to support STBM – is put in place.	Memastikan keberadaan Perdes yang secara efektif mendukung STBM .
4	Propagate that cadres are made responsible for a doable number of households so that they will be expected to continue their work.	Sampaikan pada para kader bahwa mereka hanya melakukan monitoring dengan jumlah rumahtangga yang sesuai kemampuan masing-masing, agar dengan cara demikian mereka diharapkan mampu melanjutkan penugasan tersebut.
5	Build the monitoring capacity of the communities so that monitoring can continue after STBM declaration to check whether there is any slippage in behaviours and practices.	Kembangkan kemampuan monitoring masyarakat sehingga kegiatan monitoring dapat berlanjut setelah deklarasi STBM, dalam rangka untuk menilai dan memeriksa apakah terjadi

Priority	Solution to avoid or minimise slippage	Penyelesaian masalah untuk menghindari atau memperkecil kemunduran
		kemunduran dalam hal perilaku dan praktik sanitasi dan higiene.
6	Continue to develop the capacity (knowledge, understanding, skills and competences) of all actors at all levels on STBM.	Teruskan dalam hal pengembangan kapasitas seluruh pelaku STBM di semua tingkatan (pengetahuan, pemahaman, ketrampilan dan kompetensi).

Table 6: Solutions to avoid or minimise slippage as determined during June 2013 SHAW PC meeting

The six priorities were revisited and where necessary additional details were discussed and agreed upon as listed below.

- ➔ Re priority 1: All agreed
- ➔ Re priority 2: All agreed
- ➔ Re priority 3: Some time was taken to find out what activities the partners are undertaking to establish community level Perdes. A summary of the outcome of the discussions is presented in the following table.



	Activities undertaken by partners
	<ul style="list-style-type: none"> ▪ Facilitate community meetings to develop a vision and mission for healthy villages. ▪ Get communities ready to work towards 100% STBM by increasing their ownership to implement and sustain STBM ▪ Inspire and massage communities to develop local Perdes
	<ul style="list-style-type: none"> ▪ Organise training for stakeholders after declaration to mobilise communities for developing local Perdes. This is done in collaboration with Plan Indonesia.
	<ul style="list-style-type: none"> ▪ Organise training in Kefa to develop comprehensive community level Perdes. This is done by conducting training for a group of seven villages.

Table 7: Activities undertaken by SHAW partners with respect to establishing village Perdes

With regards to community level regulations (Perdes), all participants agreed that putting a STBM or healthy village related Perdes in place is the 'easy' part but that it is much more difficult to enforce the Perdes. A long discussion took place on whether we should try to be more 'smart' in supporting communities to put in place local Perdes but also to understand whether local Perdes are essential to allocate local budgets. Initially there did not seem to be a common understanding on how best to move forward. The discussions can be concluded as follows:

- ⇒ Each village requires two different Perdes, namely:
 - 1) One to sustain healthy behaviours and the STBM status. This Perdes could go beyond STBM and include other relevant health behaviours. It could be established relatively easy by the villagers themselves without involvement of Kabupaten level stakeholders.
 - 2) One to be able to allocate village development funds to support STBM activities (e.g. monitoring and follow up). This Perdes needs the involvement of Kabupaten level stakeholders (e.g. District Law Office) as it needs to be ratified by the Bupati.
- ⇒ Consider developing standard templates for the two different Perdes. This could turn out to be much more efficient than providing support to 1,000 plus villages to develop two Perdes. The Perdes required to allocate village development funds should be developed in close consultation with the Kabupaten level stakeholders to ensure that they can be endorsed or ratified rapidly by the Bupati.

- ⇒ It is important to engage Kecamatan level stakeholders to encourage villages to establish STBM related Perdes. Training needs to be provided to stakeholders on Perdes development.
- Re priority 4: All agreed. It became clear during the discussions that in particular YMP is struggling to balance the work load of the village level cadres for the simple reason that the size of the communities in East Lombok is in general larger than those in other SHAW districts.
- Re priority 5: All agreed that capacity building activities for communities should first and foremost focus on:
- 1) Monitoring;
 - 2) Providing continuous follow up support to individual households to maintain their STBM status including hygiene promotion; and
 - 3) Replicating the approach if and when new houses / families are located in the village. Support is not only required to ensure that existing households sustain their 100% STBM status but also that new households obtain and sustain a 100% STBM status.
- Re priority 6: All agreed. Up to the end of the SHAW programme (31 December 2014) it is our responsibility that the duty bearers at the different levels (community, Kecamatan and Kabupaten) have the capacity to sustain and replicate the STBM efforts. What we plan to do from now onwards will determine their capacity to sustain STBM in their respective areas.

Erick presented and explained the simple figure shown below.

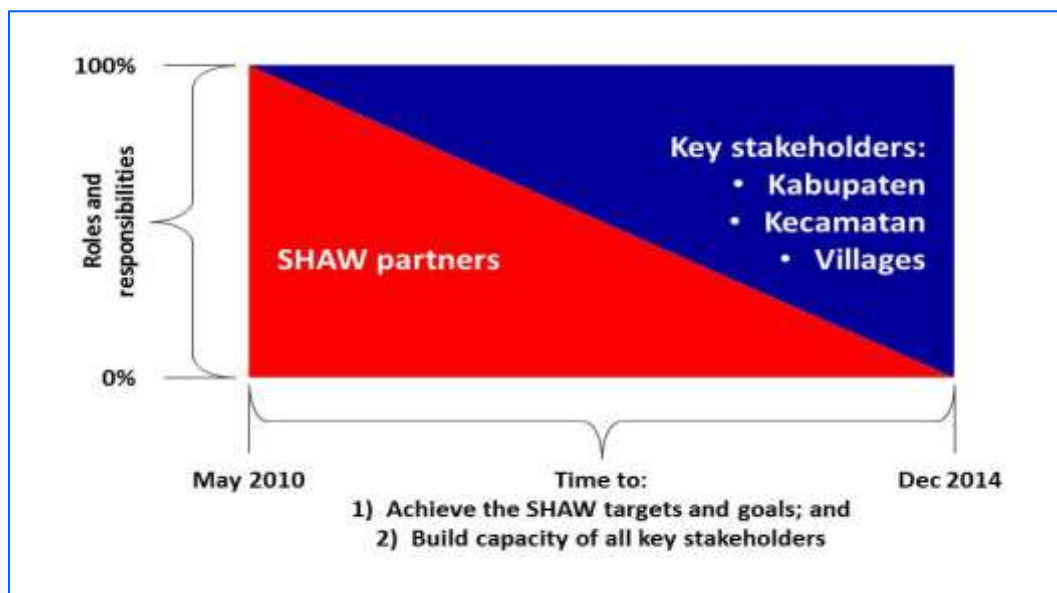


Figure 1: Shift in STBM programme related roles and responsibilities from SHAW partners to local key stakeholders

The picture makes it clear that where the SHAW partners have been taking responsibility for a major part of the programme during the early stages of the programme, they will slowly but surely have to hand over roles and responsibilities to the key stakeholders at Kabupaten, Kecamatan and village levels. The capacity of the key stakeholders needs to be built by the SHAW partners during the duration of the programme so that the stakeholders can take full responsibility for sustaining and replicating STBM towards the end of the programme.

The following table shows an overview of the specific roles and responsibilities of the different stakeholders particularly related to providing continuous support to villages after STBM declaration.

Nr	What	Who is in the lead?
1	6 monthly outcome monitoring	Puskemas
2	Encourage, motivate, guide and build capacity of village level cadres and or relawan (volunteers)	Team STBM Kecamatan
3	Encourage and motivate the Kecamatan actors to be in the lead	SHAW partners
4	Build capacity of Kecamatan actors to continue providing support end encouragement to the villages	SHAW partners
5	Engage Kabupaten level stakeholders to support the Kecamatan level stakeholders	SHAW partners

Table 8: Roles and responsibilities for providing continuous support to 100% STBM villages

Monitoring

Erick started this session by showing and explaining the outcome monitoring results as per June 2013. The SHAW programme outcome results are shown in the following chart.

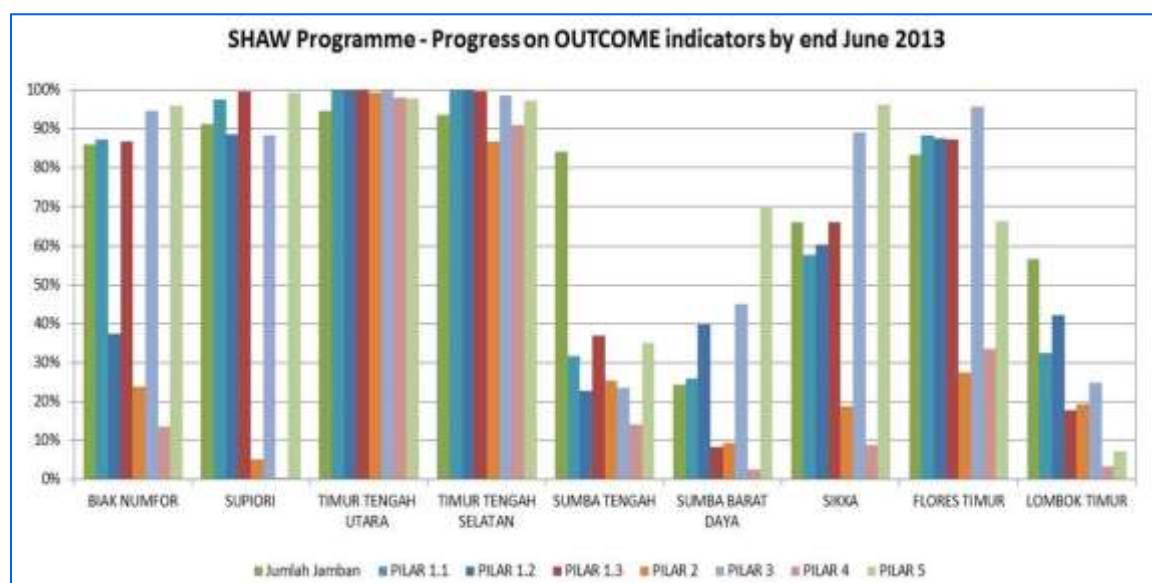


Figure 2: Outcome monitoring results as per June 2013

The June 2013 outcome results indicated that there is still plenty of work to be done to be able to achieve the programme targets by end December 2014. Progress on pillar 2 (hand washing with soap) and pillar 4 (household solid waste management) is noticeably lower than progress on the other pillars. This might come as a surprise to many as at the start of the SHAW programme most people were of the impression that achieving pillar 1 (stop OD) would be the most difficult.

The following issues were to be discussed during the monitoring session:

- 1) Follow up of TOT on monitoring
- 2) Data inconsistencies and data completeness
- 3) Data collection responsibilities
- 4) Post-SHAW monitoring and sustainability (postponed)
- 5) School sanitation monitoring (covered in the session on school sanitation)

Re issue 1: Follow up of TOT on monitoring

In September 2013 a training of trainers was organised in Maumere to build the capacity of the SHAW partners on monitoring. During this session an overview was created on the follow up carried out by the partners. The basic question we tried to answer was:

- Where are we with regards to capacity building of partner staff and key stakeholders?






	Build capacity of partner staff	Build capacity of stakeholders
	1. Refresher training for staff including field practice in Sep/Oct	1. Train local leaders as part of refresher training for staff 2. Train Team STBM Kecamatan 3. Train village cadres
	1. Training for staff: Sumba Barat Daya in September; Sumba Tengah in October	1. Categorisation of villages together with Team STBM Kecamatan and village leaders 2. Refresher training for Team STBM Kecamatan 3. Train village authorities and cadres (ongoing)
	1. Training for staff in September	1. Training on new monitoring format was already provided before the TOT 2. Follow up to Kecamatan and village actors will be given in Nov/Dec during the preparation of the year-end monitoring exercise
	1. Information sharing with all staff (already done in September immediately following the TOT) 2. Training for staff planned for 28-31 Oct	1. Train Team STBM Kecamatan in mid Nov 2. Train village authorities and cadres after Kecamatan training
	1. Refresher training for staff at the end of September	1. One-day refresher training to Team STBM Kecamatan on 6 Nov 2. One-day refresher training to Team STBM desa at the Puskesmas on 18 Nov

Table 9: Overview of follow up by SHAW partners on monitoring TOT

Some time was spent to discuss CD Bethesda's decision to adapt the methodology to group villages in 'easy', 'not so easy' and 'difficult' village categories with the involvement of village leaders. Erick made it clear that he understood the adaptations and that although in principle there is nothing wrong with it, it is not the same as what was practised during the TOT. There is nothing wrong with adapting or modifying proven methodologies, it should be understood however that making changes to methodologies can have serious consequences and implications. The grouping of villages in different categories helps us to provide more specific and more tailor-made support to the different villages. This kind of grouping requires a careful assessment of the conditions on the ground including the commitment and motivation of village leaders. Carrying out these assessments with the full participation of the village leaders is expected to be difficult and is unlikely to lead to objective conclusions.

The ensuing discussion focused on the duration of the different training sessions and the ability to pass on all the learning to our stakeholders. As some SHAW partners, for example Plan Indonesia, are organising one-day training courses it will be impossible to convey the same level of knowledge and skills as was covered during the five-day TOT. It was therefore decided to make sure that any training would minimally focus on these key issues anyone involved in monitoring needs to know. Each partner was requested to come up with two key messages. The ten key messages were presented

and posted on the white board. Thereafter the five programme coordinators were requested to wherever possible group the ten messages and then decide on the two most important key messages.



Picture: Programme Coordinators at work on the key monitoring training messages

Some rewriting took place to combine a number of messages into one. The final two key messages that are to be conveyed in every training are provided in the table below.

Nr	Monitoring key messages	Monitoring key messages in bahasa Indonesia
1	Monitoring is to be done in a SMART manner (e.g. combine monitoring with hygiene promotion) and in a participatory manner so that everyone is involved (e.g. family member are involved in assessing the conditions and scoring of the QIS scales).	Monitoring dilakukan dengan SMART(kategorisasi, et.c) dan menggabungkan dengan promosi serta partisipatif (melibatkan rumah tangga dalam penentuantingkatan).
2	The monitoring data is to be complete and correct and is used by all at all levels.	Data lengkap dan Benar Sehingga bisa di analisa dan di pergunakan di berbagai tingkatan.

Table 10: Monitoring related key messages to be conveyed during every training

Re issue 2: Data inconsistencies and data completeness

Erick presented a couple of findings and asked a number of questions that had to be covered during the discussion of this issue.

- ➔ Differences were noted between the January-June 2013 progress reports and monitoring data for June 2013.
- ➔ Recurring problems with data files were detected.
- ➔ What about 'public' facilities at Desa Kantor, Posyendu and other public places?
- ➔ What about new houses that are constructed after STBM declaration?

Re differences between the Jan-Jun 2013 progress reports and monitoring data for June 2013

Prior to the meeting Martin had shared with all the SHAW partners an overview in which he had highlighted some remarkable differences (email dated 01 October 2013; subject: progress report jan-jun13). In general the results included in the progress reports were noticeable higher than the data included in the monitoring data files for the same period. The comparison overview is provided in Appendix 4.

To avoid any more differences in future it was decided that the monitoring data will be used to report results in the 6-monthly progress reports from now onwards. This will of course require that monitoring is up to date and that data is available for all active target villages. The SHAW partners were asked to indicate whether the monitoring data for end December 2013 would include all target

villages. After a consultation round it became clear that except for YMP (37 villages only) all the other partners² will be able to report on all their target villages.

Re problems detected with data files

A number of recurring problems with the data files continue to appear every monitoring reporting cycle. Erick explained a number of examples as shown below:

- Wrong data entries are corrected by using the ‘cut and paste’ option (e.g. Flotim output data file for KEC003). Partners were instructed not to use the ‘cut and paste’ option when correcting incorrect data entries as this corrupts the data files. Instead the ‘copy, paste and delete’ option should be used.
- In a few cases old versions of the data files are used (e.g. Sumba Tengah KAB500 output file) which creates serious problems when generating the SHAW programme overviews. Partners were instructed to make sure that the latest OUTPUT and OUTCOME (Kecamatan and Kabupaten) data files are available and used by the individuals responsible for data entries.
- In all OUTPUT data files the total number of HHWS facilities does not match the combined total of the different types of HHWS technology options. Erick explained that this was an error in the data files and that this would be corrected during the week when developing the July to December 2013 OUTPUT data files.

Re ‘public’ facilities at Desa Kantor, Posyendu and other public places

All the monitoring data is collected at household level and as a consequence public facilities are not captured by the monitoring system. This means that the total number of, for example, private and public toilets and hand washing facilities with soap are not known. Simon, Ikos and Nur volunteered to consider and suggest practical ways to capture this information.


Re new houses that are constructed after STBM declaration

This should be no problem as all houses in a village are monitored every six months after STBM declaration. New houses that are built after declaration will therefore be automatically included in the next monitoring round.

Re issue 3: Data collection responsibilities

There was a bit of a concern that most of the monitoring related responsibilities were continued to be handled solely by the SHAW partners instead of that gradually handing over responsibilities to local stakeholders – in particular to the Kecamatan level stakeholders – to ensure that monitoring will continue after the conclusion of the SHAW programme. For that reason a simple overview was developed with input from the partners to answer the following two questions:

- ➔ Who is responsible for collecting and checking the desa level data collection forms?
- ➔ What info is available at desa and Kecamatan level?

	Who is responsible for monitoring?	What information is available at desa and Kecamatan level?
 <small>YAYASAN DIAN DESA</small>	<ul style="list-style-type: none"> • Team STBM desa submits completed data recapitulation forms to Team STBM Kecamatan • ‘Difficult’ desa are still being handled directly by YDD 	<ul style="list-style-type: none"> • All data collection forms and RT, dusun and desa data recapitulation forms remain in the village • Not clear what information is available at Kecamatan level it is expected however that copies of the desa data forms are

² YDD did mention that given the current conditions on pulau Palue there is no guarantee that the villages that are located on that island will be included in the monitoring data at the end of December 2013.





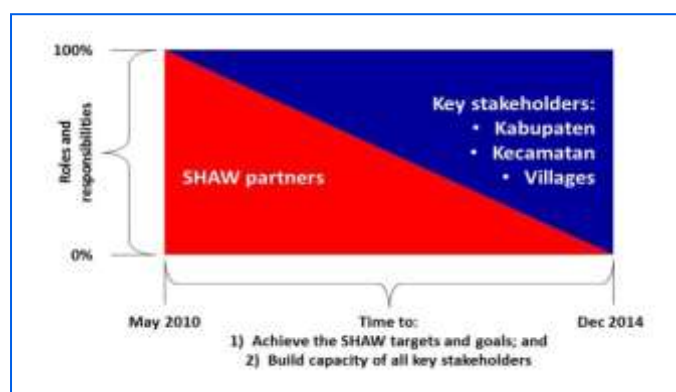
	Who is responsible for monitoring?	What information is available at desa and Kecamatan level?
		kept in the Puskesmas
	<ul style="list-style-type: none"> Team STBM desa submits completed data recapitulation forms to Team STBM Kecamatan Or Sanitarian is directly involved in data recapitulation and collection of desa data forms 	<ul style="list-style-type: none"> Same as above
	<ul style="list-style-type: none"> Team STBM Kecamatan or Rumsram staff are involved in data recapitulation and collection of desa data forms 	<ul style="list-style-type: none"> Not clear
	<ul style="list-style-type: none"> Team STBM desa supported by either Team STBM Kecamatan or CDB staff generate the data recapitulation forms 	<ul style="list-style-type: none"> Copies of the desa data forms are available with STBM Team Kecamatan and CDB
	<ul style="list-style-type: none"> Team STBM desa supported by YMP staff generate the data recapitulation forms 	<ul style="list-style-type: none"> Copies of the desa data forms are available with YMP Not clear what information is available at Kecamatan level

Table 11: Overview of monitoring data collection responsibilities

The discussion following the generation of the above overview made it clear that the actual reality on the ground is not always identical to what is being said. What became clear though was the fact that except for Plan all the other SHAW partners are still heavily involved in data collection and especially data recapitulation activities at village level.



As discussed during the session on slippage in the morning of the second day, SHAW partners need to start immediately with gradually handing over programme related roles and responsibilities to the local stakeholders. The partners were therefore advised to hand over monitoring responsibilities for at least the 'easy' villages to the Team STBM Kecamatan as soon as possible.

With regards to the availability of monitoring information at desa and Kecamatan levels, it became clear that copies of the desa level data recapitulation forms are available in all the SHAW target villages. The availability of data will allow village authorities to regularly assess progress in their own villages. In most cases the desa level data recapitulation forms are also available at Kecamatan level. However, the reports and overviews automatically generated in the Kecamatan data files should be available to the Kecamatan stakeholders. Without these overviews it will be rather difficult to compare progress across villages as well as over time. It was therefore stressed again that to be able to hand over the responsibilities for monitoring and to reach our targets by the end of the programme it is essential that we build the capacity of all relevant stakeholders to:

- 1) Ensure that all collected data is complete and correct; and to
- 2) Enable village and Kecamatan level stakeholders to process and analyse the data to monitor progress and to initiate corrective action if and when necessary.

Behaviour change

Galuh started with a general introduction to the subject of behaviour change. She explained that the factors that determine (factors that can either facilitate or hinder) behaviour can be divided into:

- Internal factors: factors that occur in the mind of a person (e.g. a person's knowledge and belief); and
- External factors: factors that are beyond the control of a person; factors that just happen (e.g. availability of technology or social pressure from peers).

A range of internal and external factors³ were presented and explained with the help of some detailed examples. This was followed by an introduction to the FOAM framework.

FOAM (Focus, Opportunity, Ability and Motivation) and **SaniFOAM** (Sanitation FOAM) are conceptual frameworks to help programme managers and implementers understand and analyse sanitation and hygiene behaviours.⁴

The FOAM and SaniFOAM frameworks were developed by the Water and Sanitation Program (WSP) and its partners with funding from the Bill and Melinda Gates Foundation. The purpose of the frameworks is to help practitioners to accomplish the following:

- Analyse the results of available formative studies;
- Inform the design of new research;
- Prioritise the behaviours to be changed and the populations to be targeted;
- Understand and consider the range of factors that influence a particular behaviour;
- Focus and prioritise interventions on particular factors for behaviour change;
- Improve the effectiveness of interventions aimed at changing the behaviour; and
- Identify the appropriate indicators to monitor.

Both FOAM and SaniFOAM identify the factors that influence the behaviours and classify these under the categories of Opportunity, Ability and Motivation. Examples of determinants under each of these categories are as follows:

- **Opportunity:** convenient access to soap and water or a toilet;
- **Ability:** affordability of soap or toilet options; and
- **Motivation:** beliefs about soap or faeces.

The F in FOAM and SaniFOAM stands for **Focus**, which serves to identify what target population and behaviour is being analysed. Thus the frameworks can be used to analyse multiple behaviours, including hand washing at various critical times (e.g. after using a toilet, handling of children's excreta and/or defecating in the open).

Galuh then introduced the FOAM framework, see figure below.

³ WSP calls these factors also **behavioural determinants**: factors that can facilitate or inhibit a behavior of interest among a certain population. For sanitation, these determinants can be internal (such as beliefs about feces) or external (such as sanctions for open defecation). The more we know about determinants and understand how they influence behavior, the more evidence-based and effective our interventions can be.

⁴ <http://www.iwawaterwiki.org/xwiki/bin/view/Articles/FOAM+and+SaniFOAM>



Figure 3: FOAM framework

Behaviour change frameworks of this kind have been used on a range of health behaviours, including vaccination, diet, exercise, HIV/AIDS prevention, and family planning. The SaniFOAM framework presented in the figure below is specifically developed by WSP to assist program managers who work in sanitation promotion at all stages of their interventions, from program design through implementation to monitoring and evaluation. More detailed information on SaniFOAM and the SaniFOAM framework can be obtained from the 2009 WSP document⁵ “introducing SaniFOAM”.



Figure 4: SaniFOAM framework

Following the introduction of the FOAM framework, Galuh explained the necessity to carry out formative research⁶ to better understand the internal and external behaviour determinants or factors that can facilitate or inhibit behaviour. For this purpose the behaviour change strategy matrix was introduced with consists of two parts:

- 1) Part 1 dealing with **behaviour analysis** on the left side; and
- 2) Part 2 dealing with **strategic behaviour change activities** on the right side.

⁵ Devine, J (2009) Introducing SaniFOAM: A Framework to Analyze Sanitation Behaviors to Design Effective Sanitation Programs. WSP, Washington DC, USA. Available at: http://www.wsp.org/UserFiles/file/GSP_sanifoam/GSP

⁶ **Formative research** is the basis for developing effective strategies, including communication channels, for influencing behaviour change. It helps researchers identify and understand the characteristics - interests, behaviours and needs - of target populations that influence their decisions and actions. Formative research is integral in developing programmes as well as improving existing and ongoing programmes.

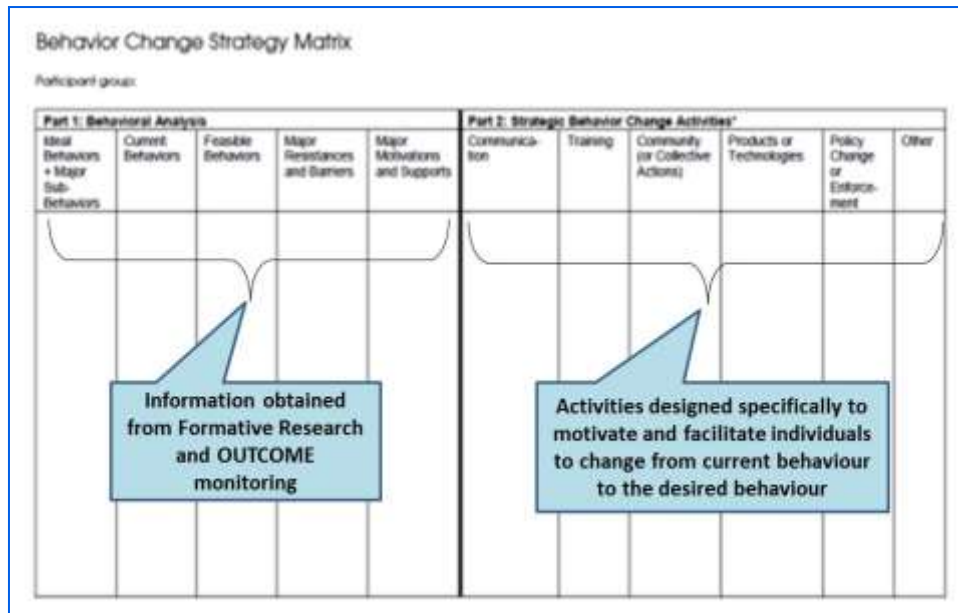


Figure 5: Behaviour change strategy matrix

At present we have insufficient information to complete the behaviour analysis part on major resistances and barriers (inhibitors) and major motivations and supports (facilitators). Without a thorough understanding of these behaviour determinants it is basically impossible to develop effective behaviour change (or hygiene promotion) strategies.



Picture: Galuh facilitating the session on behaviour change

Issues from national level

Yusmaidy brought up a number of issues from Jakarta.

1. KSAN 2013 (Konferensi Sanitasi dan Air Minum Nasional) from 29 to 31 October 2013:



- Yus explained what is being organised for the KSAN 2013 in Jakarta
- Participation by SHAW: 2 participants, 1 support staff and contribution in the form of cash or kind (documents)

2. BIM report to BAPPEDA:

- Submission of two-monthly reports is a recurring problem with most reports being submitted late. What can be done about it? It was mentioned that it is difficult to provide all the information as the two-monthly reporting frequencies do not match our three-monthly monitoring frequencies.
- Solution: 3-monthly reports following the three-monthly outcome monitoring data collection sequence:
 - 15 February: report over October to December in the previous year
 - 15 May: report over the period January to March
 - 15 August: report over the period April to June
 - 15 November: report over the period July to September

3. Documentation on SHAW:

- Recently there have been a number of questions at national level about documentation on SHAW. What can we do about this? Apparently the requests for documentation are not very specific. Not clear what is expected.
- The partners mentioned that they are already busy implementing the programme in the field with little or no time left for other activities. They suggested that Simavi could hire a professional to write down the experiences of the partners.
- Martin explained that Simavi is in the process of developing a number of documents, for example:
 - Smart book
 - Guidelines
 - Newsletters

4. Finally Yus provided a list with **important contact details**:

- Ketua sekretariat pokja ampl nasional: bp. Nurul Wajah Mujahid nurulwajah@gmail.com
- Ketua sekretariat stbm nasional: ibu Yulita Suprihatin, yoel2169@yahoo.co.id
- Info terkini terkait ampl: www.ampl.or.id
- Info terkini terkait stbm: www.stbm-indonesia.org

5. Other issues:

- MOH is still working on a draft degree on the implementation of STBM. Current degree is only for MOH internally whereas the new degree is meant to increase inter-ministerial coordination and implementation.

Information on field trip

Ibu Dewi provided the participants with information on the field trip scheduled for the next day. The participants will be divided in two groups each visiting another village:

- Group one will visit desa Waipadi in Kecamatan Kodi Bagedo, Sumba Barat Daya; and
- Group two will visit desa Ngadu Mbolu in Kecamatan Umbu Ratu Nggay, Sumba Tengah.

The following additional information was provided on the two villages.

Village	Waipaddi	Ngadu Mbolu
When triggered	End of 2012	April 2013
Commitment	Team STBM desa and local government is solid	Team STBM desa and local government is solid
Response by community	Very good	Very good

Village	Waipaddi	Ngadu Mbolu
Status on verification	Preparation for verification is ongoing	Verification completed in June 2013
Classification	'Not so easy'	'Easy'

The two teams were advised to use the FOAM framework – and in particular the categories of Opportunity, Ability and Motivation – introduced by Galuh earlier when assessing the conditions, changes and progress made in the two villages. For that purpose the following framework was provided.

Local stakeholders	Opportunity	Ability	Motivation
Village leader			
Cadres		e.g. skills & knowledge	
Households	e.g. time and money ⁷		
Camat			
Sanitarian			

⁷ Time and money is important to determine the appropriate time for triggering.

2.3 Wednesday 23 October 2013

Table 12: Actual programme of day three

When		What	Who
Morning and afternoon	07.00-18.00	Field trip in two groups: <ul style="list-style-type: none">• Group one visiting Waipadi village in Kecamatan Kodi Bangedo, Sumba Barat Daya; and• Group two visiting Ngadu Mbolu village in Kecamatan Umbu Ratu Nggay, Sumba Tengah	All participants
		Dinner	
Evening		Review field trip and prepare presentation	All participants

Field trip to visit CD Bethesda SHAW intervention villages

The entire day was spent by the two groups visiting two SHAW target villages.

2.4 Thursday 24 October 2013

Table 13: Actual programme of day four

	When	What	Who
Morning	08.45-09.00	Programme of the day	Erick
	09.00-12.00	Presentation and discussion on review of field trip	Erick
	12.00-12.30	Water supply within SHAW	Martin
		Lunch	
Afternoon	13.30-15.45	Sanitation technology options	Erick
	16.15-17.00	School sanitation	Martin
	17.00-18.00	Speed dating sessions	Martin and partners
		Continuation of sanitation technology options	Erick

Presentation and discussion on review of field trip

The two teams presented their findings and conclusions on the basis of the team observations made during the field trip. Both groups used the OAM (Opportunity, Ability, Motivation) framework for assessing the situation in the villages.

- Endro presented on behalf of the team that visited Waipaddi in Sumba Barat Daya; and
- Yus (general introduction) and Ikos (OAM analysis) presented on behalf of the team that visited Ngadu Mbolu in Sumba Tengah

The PowerPoint presentations are available on shawprogramme@gmail.com.



Pictures taken during field visit to Ngadu Mbolu, Kecamatan Umbu Ratu Nggay

The following is a summary of the main issues discussed after the presentation on Waipaddi.

- ▶ Nur explained that she had heard from the cadres that they do not use the output and outcome monitoring data collection forms. The information for output monitoring is scribbled down in notebooks and then later transferred to the data collection forms. The data for outcome monitoring is not written down but instead the forms are completed with the help of CD Bethesda field staff away from the houses. Henny explained why they were doing it like that. Elena explained that they were facing the same problems in the beginning in Lombok Timur and that they had to explain and explain again that the data collection forms should be used instead of notebooks to avoid mistakes and possibly bias by the cadres. For that purpose refresher trainings were organised to explain the purpose and use of the monitoring forms.
- ▶ Martin asked why shit is still found around houses. Galuh explained that she had been talking to some villagers and apparently children are frightened to use the toilet, particularly if it is a Chemplung (direct simple pit latrine). It is the responsibility of the parents to teach and accompany their children so that they can get used to defecating in a toilet.

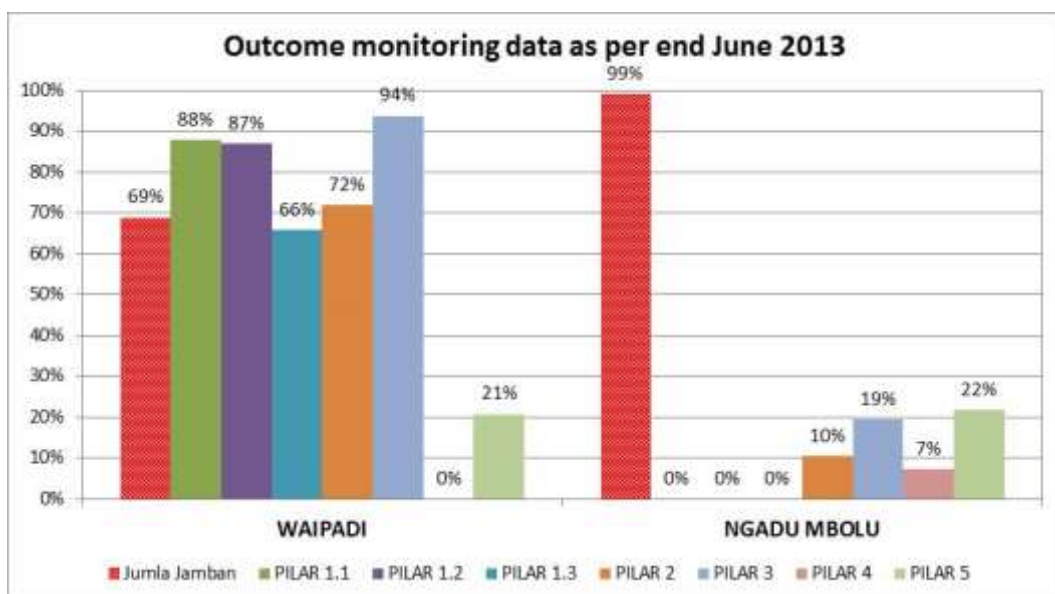
- ▶ Erick asked whether the team thought that the village is ready for verification. Christine mentioned that there might be another meaning regarding 'preparation for verification'. It does not necessarily mean that the village is ready but it is more a way to get the village to take action. CD Bethesda expects the village to be ready in December 2013. Martin stressed again that the declaration is something special for the community not necessarily for us. We are only interested in sustainable change and not in a one-off celebration.



Pictures taken during field visit to Ngadu Mbolu, Kecamatan Umbu Ratu Nggay

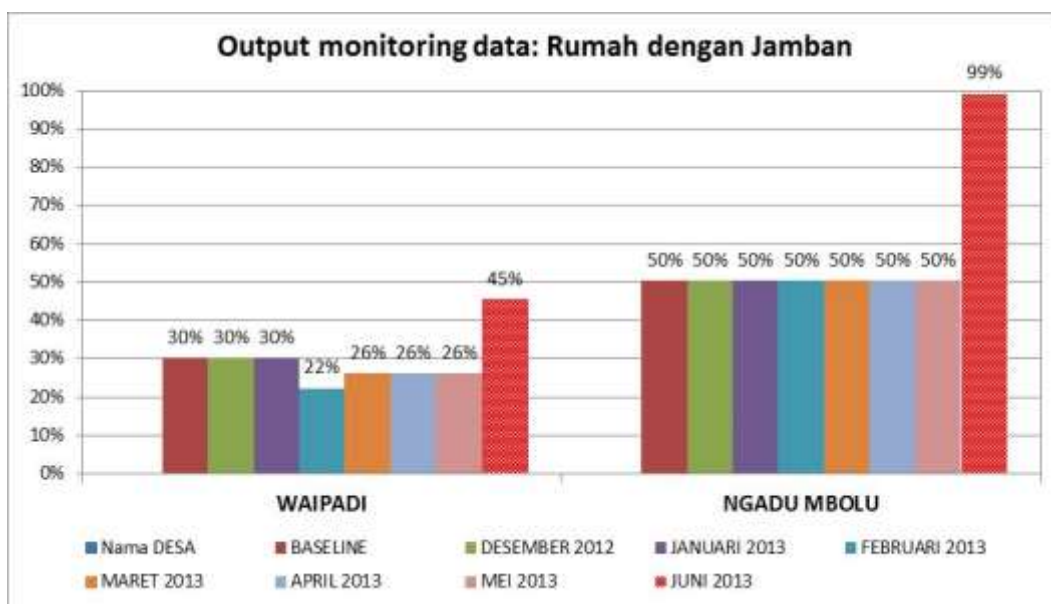
The following is a summary of the main issues discussed after the presentation on Ngadu Mbolu.

- ➔ Galuh mentioned that she was somewhat confused about the triggering dates. On Tuesday we were informed that triggering had taken place in April 2013 and now I heard that it happened in September 2012. Which one is right? She was informed that in actual fact it was done in September 2012.
- ➔ Nur asked what the status is of the village with respect to reaching 100% STBM. Ikos mentioned that the status is not yet clear as verification was done on the basis of a sample of only 25% of the total houses. Ishak explained that not everything is alright yet, for example, although there are many hand washing facilities there is not always water and or soap and the knowledge is also absent. Ishak categorised the village as 'not so easy'. Ibu Elena agreed with Ishak's categorisation. She felt that more should be done to build the capacity of all relevant stakeholders (village and Kecamatan) to carry out monitoring for sustainability and to enable replication in other places. Similarly although the Head of the Puskesmas is very motivated and knows a lot about pillar 1, he appears to be very confused where it concerns pillars 2 to 5.
- ➔ Erick showed some graphs made on the basis of the monitoring data submitted by CD Bethesda.



The above chart shows that Waipadi and in particular Ngadu Mbolu were still far away from reaching 100% STBM status at the end of June 2013.

- ▶ Erick asked why verification was carried out in July 2013 if the data from June indicated that the village was still far from reaching 100% STBM. Agus admitted that it may seem impossible but he explained that the village is very committed to finalise the remaining work in a short period. Dewi explained that verification is used as part of their strategy to engage the Puskesmas and to enhance their commitment towards STBM and the programme. It is also a means to increase their knowledge about STBM and how to carry out verification.
- ▶ Explaining the graphs Erick asked whether it is possible that triggering (September 2012) and hygiene promotion (February 2013) in Ngadu Mbolu were not that effective as nothing seemed to have happened during the first months.



The above chart shows that only in June 2013 the number of toilets increased significantly. This means that in Waipadi nothing much happened in the first six months following triggering. In Ngadu Mbolu nothing happened during the first eight to nine months following triggering.

- ▶ Erick explained that information from the monitoring system must be used to assess progress in villages. The categorisation of the two villages by CD Bethesda shows that it was not based on evidence obtained through monitoring, for example:
 - Ngadu Mbolu village was categorised as ‘easy’ whereas the monitoring data showed that nothing happened during the first nine months following triggering. Hence the question pops up how this village was categorised as ‘easy’.
- ➔ Yus asked whether it is possible to predict if and when behaviour change will take place. Erick explained that in most cases it is rather difficult to predict. Elena explained that triggering requires immediate and effective follow up to encourage and motivate the community and to reinforce the sanitation and hygiene messages. She also said that there should be no gap between triggering and hygiene promotion and that they should go together and reinforce each other.

Erick wrapped up the session by saying that working at scale requires us to work with other stakeholders. This means that the capacity of these stakeholders is to be built. Capacity building requires us to be experts while we are in actual fact still learning ourselves. There is no problem with not being an expert or with having to learn new skills however it is a problem if we don't want to learn or if we are not able to learn. We could and should learn together with our local partners and by doing so continuously improve our and their performance.

Water supply within SHAW

Martin introduced the session by explaining that a water supply consultant (Wouter Jan) was hired to visit four of the five SHAW partners in September 2013 to get a feel of what is happening. His initial findings were discussed with Martin, Pam and Yus. The final report is expected soon and will be shared with all the partners. Martin also mentioned that he had sent an email on Friday 11 October 2013 to all the partners explaining the results and consequences of Wouter Jan's mission.

Observations as presented by Martin:

- Technical (engineering) skills with the partners are on a large number of aspects limited and not sufficient to guarantee long lasting technical quality of the system.
- The activities go beyond the possibilities of the actual staff to implement, in the sense of technical capacity, in terms of time available for water supply activities and or in terms of number of desa.
- Project activity planner per quarter lacks. Also, a planning with a clear to-do-list of the whole project with all the steps lacks.
- CD Bethesda has a simple monitoring table to show which steps have been taken and which steps are still needed.
- The designs (constructions and pipeline layout) are not yet tools for implementation. For example "artist impressions" of reservoirs cannot be used for the construction itself. Also, designs have to be available in the field during implementation.
- Major attention is given to hardware, and little is done to software like community mobilization and water management. Some water management committees exist, but there are no clear roles and responsibilities. Also, the desa did not decide on, for example, the water tariff.
- Unclear is what happens with a desa that does not show motivation to contribute in the installation and operation of the water system. Will the NGO continue to visit, skip the desa for the moment or skip it completely? At what crucial moments in the process will the NGO take the decision to continue, interrupt or stop the activities?

Martin mentioned that he had talked with his boss in Simavi. Simavi has taken up the water supply related issues very seriously, as it relates to the sustainability of the results of activities implemented with funding from various other sources. He explained that the concerns warranted a departure from past practices.

Thereafter Martin provided an overview of the next steps that were discussed with Wouter Jan:

► **Now with immediate effect (October 2013):**

- 1) Put on hold (suspend) all implementation work.
- 2) Contact Wouter Jan and me for discussion on current construction work.

► **November-December 2013:**

- 3) Develop an implementation work plan per desa, with detailed steps (activities, actors and time) covering both hardware and software.
- 4) Prioritise the villages: where to work first? Consider technical complexity, motivation of community and the present situation (where is the desa in the project activity planning?). Start with the top priority villages and limit your involvement to a maximum of four villages at the same time.
- 5) List of design per desa:
 - Design of hardware to be constructed (e.g. spring catchment, rainwater tank, etc.). A design can be used by the implementers in the field as instruction / guideline.

- Include specifications of hardware to be bought (e.g. pump, generator, rainwater harvesting tank, etc.)
 - For pipe network: include design of pipe trajectory (measured with theodolite or abney-level)
- 6) Start working with the community (especially the management team) on water supply management issues (O&M, users, tariffs, water regulations, etc.).

► **January 2014 onwards:**

- 7) In January 2014, a two-week workshop for project design staff and technical field staff, followed by a visit to the field to one or two partners.
- 8) Following the workshop, construction work can continue.

Martin concluded by saying that the coming period will be very extensive. We have opted for a step-by-step approach to improve our performance in water supply activities and to maximise the possibilities for long-term sustainability.

One more important issue: Martin explained that he received an email from the EKN requesting us to start preparing for a fund request for the first six months of 2014. The SHAW partners were requested to follow this up with their finance staff immediately.

Sanitation technology options

Erick introduced the session by saying that this topic had been on the agenda of the June 2013 SHAW programme coordinators meeting but that due to time constraints it had to be put in the parking lot. It is however an important issue to discuss as quality (durability) and appropriateness of latrines is crucial to maximise the chance for sustained behaviour change. Although a number of governments opt for a “one size fits all” technology option – often in the form of pour-flush latrines – this might not always be the best option for all situations. A brainstorming session revealed the following list of factors that influence decision-making on sanitation technologies.

Factors that may influence decision-making		
▪ Quality	▪ Convenience	▪ Purchase or construction costs
▪ Location	▪ Use	
▪ Water availability	▪ Social norms	
▪ Operation and maintenance requirements	▪ Status	

The SHAW partners were asked to carry out some work in smaller groups whereby they were asked to list the types of sanitation technologies prevalent in their respective areas of operation and to identify problems, constraints or challenges associated with the different technologies focusing on 1) appropriateness; 2) affordability; 3) user concerns; 4) quality; 5) durability; and 6) ease of operation and maintenance.

The results of the five presentations are depicted in the following tables.



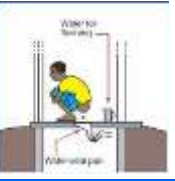





	Cemplung	Plengsengan	Leher Angsa	Others
				
	✓	✓	✓✓	JDD toilet developed by YDD
	✓✓	✓	✓	Ecosan – urine diversion toilet
	✓	✓	✓✓	These three options do not fit areas with high water tables and or areas with high population density
	✓	✓	✓✓	
	✓✓	✓	✓	

Table 14: Types of sanitation technologies found in the SHAW programme areas

The following table provides an overview of the different types of sanitation technologies per SHAW partner. The information in the table is obtained from the output monitoring data as per end September 2013. This information was not available during the meeting!

	Rumsram		Plan		CDB		YDD		YMP		TOTALS	
	In #	In %	In #	In %	In #	In %	In #	In %	In #	In %	In #	In %
Cemplung	98	2%	65,896	45%	7,558	75%	3,064	6%	88	1%	76,704	34%
Plengsengan	143	3%	41,927	29%	1,295	13%	10,116	19%	143	1%	53,624	24%
Leher Angsa	4,026	94%	38,938	27%	1,073	11%	39,230	75%	11,588	98%	94,855	42%
Other types	0	0%	81	0%	158	2%	147	0%	30	0%	416	0%
TOTALS	4,267	100%	146,842	100%	10,084	100%	52,557	100%	11,849	100%	225,599	100%

Table 15: Overview of sanitation technologies per SHAW partner as per end September 2013

The information presented in the table shows that the pour-flush latrine (Leher Angsa) is the predominant choice of preference in the areas where Rumsram (94%), YDD (75%) and YMP (98%) are operating. The simple direct dry pit latrine (Cemplung) is the preferred technology option in the areas where Plan (45%) and CD Bethesda (75%) are operating.

The following table provides a summary of the issues related to the different technologies as presented by the SHAW partners.

Cemplung	Plengsengan	Leher Angsa
<input checked="" type="checkbox"/> Cheap to construct <input checked="" type="checkbox"/> Seen as 'temporary' solution <input checked="" type="checkbox"/> Majority are not durable due to poor quality of construction, for example: <ul style="list-style-type: none"> No pit lining causing pits to 	<input checked="" type="checkbox"/> Relatively cheap and still affordable for most This type of toilet is located somewhere between the Cemplung and Leher Angsa.	<input checked="" type="checkbox"/> Perceived as most 'healthy' option <input checked="" type="checkbox"/> Durable as more money is spend in constructing the substructure and superstructure

Cemplung	Plengsengan	Leher Angsa
<p>collapse in unstable soil conditions</p> <ul style="list-style-type: none"> Local non-durable materials used to construct walls No roof, etc. <ul style="list-style-type: none"> ❌ Children don't like – are afraid to use ❌ Difficult to keep clean ❌ Perceived as smelly and therefore located far away from the house ❌ Not appropriate in areas with high population density ❌ Difficult to use in areas with rocky soil and or swampy areas 	<p>It is perceived as a better option than the Cemplung but not as good as the Leher Angsa.</p>	<ul style="list-style-type: none"> ✅ The preferred choice of users and local government actors ❌ Expensive ❌ Requires lots of water for toilet flushing; consequences: <ul style="list-style-type: none"> Less appropriate in areas with water scarcity Often they are converted into Plengsengan ❌ Requires a lot of non-local materials which may not be available in the SHAW areas

Table 16: Overview of pro and cons of different sanitation technologies

Concluding the presentations Erick mentioned that although the Leher Angsa might be the preferred technology choice for both users and local governments, it is not always the best option for all households considering its costs and its appropriateness in different areas (e.g. water scarce areas). The following picture presents a summary of the conclusions drawn at the end of the session.

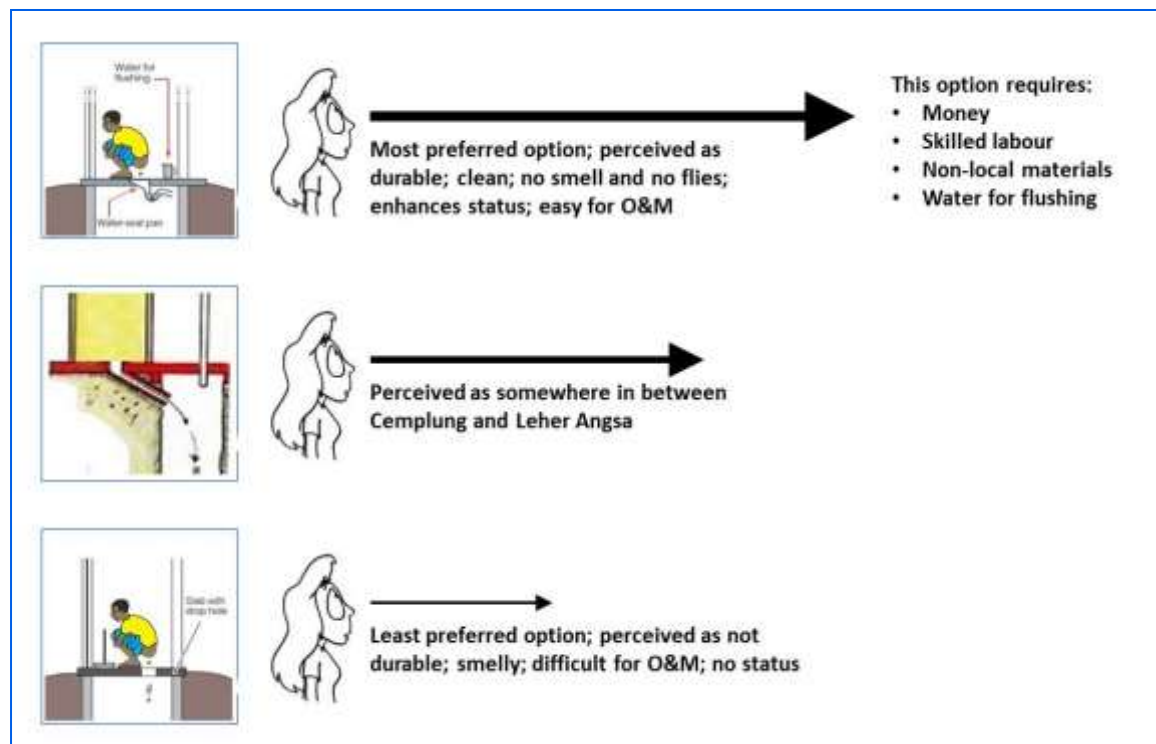


Figure 6: Summary of conclusions regarding sanitation technology options





Final issues that came up at the end of the session:

- A Cemplung (dry pit latrine) does not need to be a “temporary” solution and can be quite durable and a relatively sustainable option if constructed well. Dry pit latrines have a bad reputation because for a long time people were forced to build these types of latrines as they were quick and cheap to construct. Even now people that are not convinced about the benefits, but who may feel a lot of pressure from local authorities or their peers, may build a poor pit latrine just to get rid of the social pressure. Erick gave an example of a simple pit latrine constructed of bamboo and other local materials which he used for more than three years in Nepal. It is the role of the SHAW partners and the STBM Team Kecamatan to advise the individual households and to provide sufficient information so that “good” quality pit latrines are constructed. Do we have the knowledge and skills to construct a good quality Cemplung?
- An alternative solution is to develop and promote sanitation technologies that allow for easy upgrading over time. Something similar to the LEGO concept where initially a starter set is purchased and this is expanded or upgraded with additional components when money becomes available.
- The large densely populated villages in East Lombok require alternative technologies that fit the specific conditions found there. It is expected that some sort of ‘quick and cheap’ to build onsite septic tank technology needs to be introduced there.

School sanitation

Martin started by saying that he had just received a PowerPoint presentation from Elbrich Spijksma with the results of the review she carried out on progress made with respect to implementing the school sanitation component. The review was completed with input from the SHAW partners. Martin used this session to present the results of the review and to clarify a number of issues to be able to complete the table developed by Elbrich.

A summary of the table showing progress in implementing the school sanitation component is shown below.

	TOT Dinkes / Dinas PPO	Training of teachers, PTAs, sanitarians & Promkes	School triggering and follow up activities
	Flotim <ul style="list-style-type: none"> • Done: July 2013 Sikka <ul style="list-style-type: none"> • Done: August 2013 	Flotim <ul style="list-style-type: none"> • Ongoing: Sep-Dec 2013 Sikka <ul style="list-style-type: none"> • Planned: October 2013 	Flotim <ul style="list-style-type: none"> • Ongoing: since Sep 2013 Sikka <ul style="list-style-type: none"> • Expected to start in November 2013
	Different approach as TOT was carried out in May 2013. Another TOT is planned for November 2013	Biak Numfor <ul style="list-style-type: none"> • May 2013 • Another training for 32 schools will follow TOT 	Biak Numfor <ul style="list-style-type: none"> • Ongoing: since July 2013
	Planned for end October 2013 for both Sumba Tengah and Sumba Barat Daya	Sumba Tengah and Sumba Barat Daya <ul style="list-style-type: none"> • Expected in December 2013 for 25 schools (ST) and 15 schools (SBD) 	Sumba Tengah and Sumba Barat Daya <ul style="list-style-type: none"> • Expected to start in January 2014
	Planned for December 2013	Lombok Timur <ul style="list-style-type: none"> • Tentatively planned for January 2014 	Lombok Timur <ul style="list-style-type: none"> • Expected to start in February 2014


	TOT Dinkes / Dinas PPO	Training of teachers, PTAs, sanitarians & Promkes	School triggering and follow up activities
	Socialisation workshop conducted in October 2013 TOT planned for early November 2013	TTU and TTS • Planned towards end November 2013	TTU and TTS • Expected to start in December 2013

Table 17: Summary overview of school sanitation review

Other issues that were discussed:

- **Re school sanitation baselines:** progress to date is as follows:
 - YDD: Flotim – baselines carried out in five Kecamatan; Sikka – work in progress
 - Rumsram: Biak Numfor – baselines carried out in four Kecamatan
 - Plan: baselines completed for 200 schools in TTS and TTU in August 2013
 - CD Bethesda: not yet
 - YMP: not yet
- **Re school sanitation training modules:** YDD did not use the child friendly facilitation module whereas CD Bethesda indicated that the child friendly facilitation module could be further elaborated.
- **Re experiences to date:**
 - Training was an eye opener for teachers. Some realised that they could become facilitators.
 - Some partners made changes to the training programmes. Durations of the two trainings may differ per partner.
 - YDD and Rumsram made use of films during the TOT. Martin asked whether other partners will use film. Although nobody seemed to be sure, Martin asked to share the films used with Elbrich.
 - YDD initiated a competition between schools. Others were interested to find out more about the initiative.

Speed dating sessions with Martin

To be able to discuss a number of partner specific issues time had been reserved in the agenda for Martin to sit with each SHAW partner separately.

During the same time the remaining participants, supported by Erick, continued the discussion on sanitation technologies reported above.

2.5 Friday 25 October 2013

Table 18: Actual programme of day five

	When	What	Who
Morning	08.30-08.45	Recap of day four and programme of the day	Erick
	08.45-09.45	Planning for 2014	Martin
	09.45-10.30	Explanation of new OUTPUT monitoring data files	Erick
	10.45-13.30	Vision for post SHAW period	Erick
		Lunch	
Afternoon	13.30-15.30	Parking space	Erick
	15.45-16.45	Action planning	Erick
	16.45-17.45	Evaluation	Erick
	17.45-18.00	Closure	Erick and Martin

Recap of day for and programme of day five

Erick gave a quick recap of what took place on Thursday and thereafter he presented the programme of the day.

Planning for 2014

Martin conducted a short session dealing with the planning for 2014. As this is the final year of the SHAW programme the planning and budgeting exercise is different and slightly more elaborate than during previous years. Martin explained that the deadline for the SHAW partners for submitting the annual plan and budget 2014 is 15 November 2014.

Additional issues to be covered in the narrative part:

- Hand-over: who, what, which steps, planning in time over 2014. Is there any role for the Kabupaten parliament?
- Update your planning in the Excel workbook used earlier during 2013. Provide planning details on the number of villages where STBM will be introduced, number of villages that will be triggered, and the number of villages where verification and declaration activities are planned.
- By end 2013 full coverage of all the villages included in the monitoring system is expected.
- Your ideas on how to deal with sludge management as this is especially requested by EKN. In future DGIS will be using sludge management as one of the indicators of sustainability.

Considerations for the financial part:

- Observation from Linda: include narrative explanation to budget lines, to give insight in the reasoning behind certain budget amounts as Simavi has to be able to explain the budget to EKN. EKN will check thoroughly as 2014 is the final year of SHAW.
- Do not try to exhaust your original budget by all means. It will be corrected. EKN is informed about trends towards slightly lower budgets.
- Ensure realistic and accurate planning per budget line. For example in the Jan-Jun 2013 report, two pages were needed to explain budget versus expenditure variances.
- EKN will not allow the procurement of new equipment and materials in 2013 and 2014, unless when in urgent need. You will first have to submit a request to Simavi (Linda and Martin) with arguments.

- Verify the depletion of own funds, as promised in SHAW proposal (2010) and revised budget (December 2011).
- Include reservations for “round up” funds required in 2015 in the 2014 budget. For example:
 - In Jan 2015, data for the December 2014 monitoring round will have to be collected and forwarded to Simavi for the final SHAW progress report.
 - The deadline for the partners to submit the final report (narrative and financial) is 28 February 2015.
 - Financial staff will need to be present during the audit covering the financial year 2014 which will take place during March and April 2015.
 - Verification and discussion on assets will have to take place in early 2015.
 - At this stage it is not clear when the Final Evaluation will take place; end 2014 or early 2015.
 - Martin will check how the partners are expected to report on the 2015 expenditures.

Apparently Martin’s explanation was very clear as no further questions were asked.

Explanation of new OUTPUT monitoring data files

Erick presented and explained the new OUTPUT monitoring data files that have been developed to cover the period July to December 2013. New data files were necessary for the following two reasons:

- 1) The previous OUTPUT monitoring data files only covered the period December 2012 to June 2013 and could therefore not be used anymore.
- 2) The OUTPUT monitoring data collection forms were modified on the basis of the discussions held during the June PC meeting in Jakarta.

With the help of the new OUTPUT data files Erick explained the functioning of the Excel spreadsheets. A couple of important issues that were discussed:

- The data for the original baseline as well as for the month of June 2013 has been copied in the new Kecamatan data files for easy comparison.
- SHAW partners that have not yet completed the baselines can do so in the new data files.
- Data entries need to be carried out in exactly the same way as in the previous data files. The new data files allow for a total of 25 villages to cope with large Kecamatan.
- Some additional information has been added on the basis of the output monitoring data collection forms revised and finalised during the Maumere TOT on monitoring.
- The Kabupaten recapitulation files have also been modified as a consequence of the additional data included in the new Kecamatan data files. Make sure you use the correct data files when entering data and generating district overviews for the July to September 2013 monitoring exercise.

Vision for post SHAW period

Erick started by showing the updated progress figures for the SHAW programme. To date some 11% of the targeted number of villages has been declared 100% STBM. This shows that there is still much work to be done during the remaining 14 months. If the number of verified villages is included then the figure shoots up to 55%. Although a much better performance figure, still a lot of work remains to be done. Especially if we consider that we have by now completed three and a half years of the programme and that only a bit more than one year remains.

Partner	Location	Total # of target villages	Villages where activities have commenced		Villages that were triggered		Villages that have been declared STBM			STBM verifications not yet declared
			# of villages	As % of total # of target villages	# of villages	As % of total target villages	# of villages	STBM villages as % of		
								As % of target villages	As % of intervention villages	
YMP	Lombok Timur	47	45	96%	29	62%		0%	0%	
CD Bethesda	Sumba Tengah	49	49	100%	49	100%	17	35%	35%	29
	Sumba BD	30	30	100%	29	97%		0%	0%	
	Sub-totals CDB	79	79	100%	78	99%	17	22%	22%	29
YDD	Sikka	160	139	87%	139	87%	12	8%	9%	8
	Flores Timor	250	194	78%	194	78%	11	4%	6%	27
	Sub-totals YDD	410	333	81%	333	81%	23	6%	7%	35
Plan	TTU (Kefa)	175	182	104%	182	104%	32	18%	18%	150
	TTS (Soe)	248	267	108%	267	108%	32	13%	12%	235
	Sub-totals Plan	423	449	106%	449	106%	64	15%	14%	385
Rumsram	Biak Numfor	60	63	105%	63	105%	6	10%	10%	8
	Supiori	12	15	125%	13	108%		0%	0%	
	Sub-totals YR	72	78	108%	76	106%	6	8%	8%	8
Totals		1,031	984	95%	965	94%	110	11%	11%	457
Totals incl. STBM verification		1,031	984				567	55%	58%	

Table 19: Progress overview of the SHAW programme as per October 2013

Christine asked whether the KNE would consider those villages where progress has been made but that might not be 100% STBM by the end of 2014. Erick explained that everything will be considered at the end of the programme but that it is difficult to foresee how the KNE will judge the programme and its partners. To avoid too many questions it would be best to get as close as possible to the original programme targets. Also for the future of the partners it will be best if they can show that they are a reliable partner that delivers what it promises.

Erick thereafter asked the SHAW partners to carry out some group work. He asked each partner to dream about the period after SHAW. What would you like to do next? What would your organisation like to do to make this world a better place? Partners were instructed to focus on developing a big vision and to avoid going in to too much detail.

The following paragraphs provide an overview of the vision presentations by each partner.

Vision of YDD

- 1) To work with other Kabupaten so that they become Kabupaten STBM.
- 2) There is a solid sanitation market that is widespread and working well.
- 3) To become more competent and skilful in being able to build the capacity of others in STBM.
- 4) To become a resource person or consultant for STBM.
- 5) Sikka and Flores Timor will become sustainable STBM Kabupaten.
- 6) To be able to give birth to a lot more good and reliable STBM facilitators.
- 7) To get married after 2014.

Conclusion: Sikka and Flores Timor, quality and outreach of STBM.

Vision of YMP

- 1) Dream has to be in line with the vision of our organisation which is "self-sufficient healthy village"
- 2) 3 years is not enough to internalise STBM.
- 3) To bring all the villages to a brighter future.

- 4) Details: internalisation of STBM in 45 villages; to make the villages economically viable through the water and sanitation users groups. Solid waste is an iceberg so that it becomes a very sexy issue that is managed by the community.
- 5) YMP see a group of strong partners such as Pokja AMPL, other partners that have experience in solid waste, Secretariat of the Cabinet at National Level has introduced YMP with a Japanese organisation called FAJ, SHAW partners, and hopefully Simavi and EKN will continue to collaborate with YMP.

Vision of CD Bethesda

- 1) Replicate the programme in all Kecamatan that are not yet targeted. Replication is done by the local stakeholders without the involvement of CD Bethesda.
- 2) Continue to improve the capacity of old and new stakeholders to improve their performance.
- 3) Change the paradigm related to health from the local stakeholders and the communities from curative to preventive through STBM.

Vision of Rumsram

- 1) All the communities and other stakeholders will practice a clean and healthy lifestyle by implementing the five pillars of STBM.
- 2) Capacity building for the government as well as within Rumsram.
- 3) Partnership and collaboration.
- 4) Development of different technology options.
- 5) Replication of programme by the government as well as by Rumsram.
- 6) Media campaigns to support sustainability.

Vision of Plan

- 1) To make STBM an integral component of the government systems and communities.
- 2) This can be realised through
 - Policy
 - Capacity building
 - Unified data
 - Partnerships for sustainability
 - Publications

Sector development trends

Erick gave an overview of current sector trends. Over the past four years we have been busy implementing the SHAW programme. When you are busy you tend to forget that others have also been busy. As a consequence the world around us has changed tremendously in the past four years. Although we may have changed as a consequence of implementing the SHAW programme, the world around us has not sit still and in actual fact has changed faster than we have. "Doing more of the same is not good enough". Erick stated that the original SHAW proposal would now not be good enough to obtain funding. Some of the major trends are:

- ▶ In 2013 there are fewer traditional donors and with less money than a few years back.
- ▶ New types of donors have entered the sector for example foundations such as the Bill and Melinda Gates Foundation.
- ▶ Both old and new donors are more critical and have higher expectations, for example:
 - Every \$ must be accounted for
 - Sustainability comes first

- Innovation is the buzz word in relation to for example sanitation marketing but also the end-of-chain issue of faecal sludge management.
- ▶ Focus is shifting from helping the poor in rural communities to addressing the issues in more densely populated (urban) areas.
- ▶ Global warming is creating all sorts of new challenges that need addressing such as water scarcity and or water security.

It is obvious that a future programme would have to look rather different from the current SHAW programme. Of course it would build on the expertise and experiences gained during the past four years but it would have to address a number of new elements in particular issues surrounding sanitation marketing, financing options and safe disposal and/or reuse of human waste. A follow up programme would also have to be implemented in a different manner with a much more prominent leading role for local actors (both from local government bodies and the private sector).

“If you want or need to get out at the end, don’t get in”.

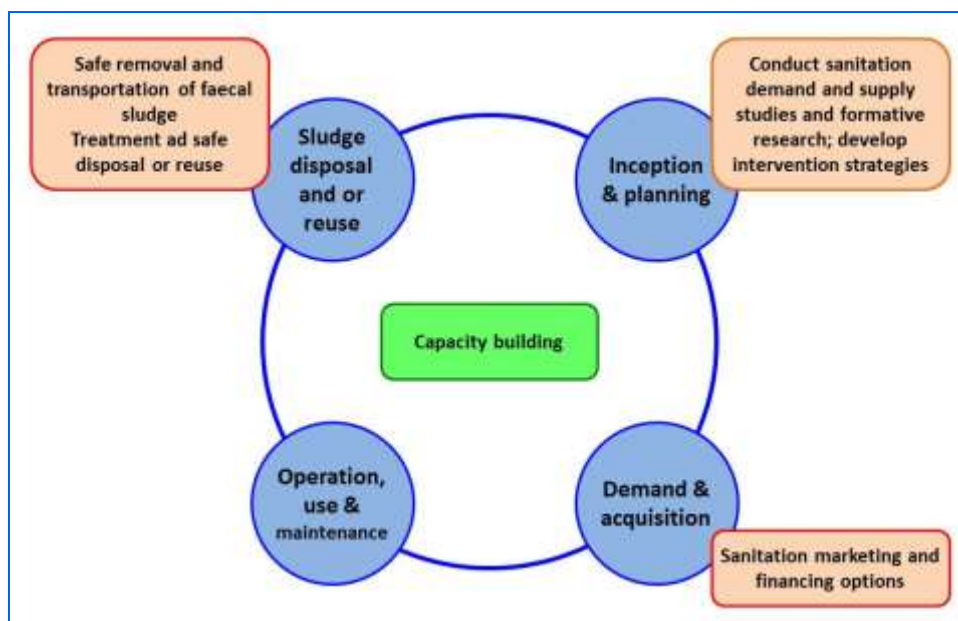


Figure 7: Elements of a sustainable sanitation approach

Parking space

The following issues were covered during this session:

1. **Re SHAW documentary:** Simavi with the help of the SHAW partners is working on a documentary to showcase the STBM approach implemented by the partners in the field.
2. **Re SHAW Newsletter 2013-02:** the newsletter focusing on “Partnership for sustainability” is still in progress. Agreements that were made:
 - ⇒ Rumsram: article on ‘building synergy for STBM’ will be sent on 31 October 2013
 - ⇒ YMP: has sent its article already
 - ⇒ YDD: has sent a brief article but will send a revised article on 4 November 2013
 - ⇒ Plan: contact PIC (Agus)
3. **Re school sanitation monitoring:** latest data collection format was forwarded to all SHAW partners by Martin on 20 September 2013. School sanitation monitoring related database is to be ready by the end of November 2013.



Pictures taken during the parking space session

4. **Re involvement of Kabupaten parliament:** Martin stressed the partners to engage the Kabupaten parliament as much as possible to ease the transition to the post-SHAW period. The parliament is required for the allocation of funds to sustain and replicate the STBM programme. The partners mentioned that they are undertaking different activities with different degrees of success. They were advised to focus primarily on the executives such as the Bupati. They were also advised to involve them in study tours, road shows and declaration events.
5. **Re faecal sludge management:** Erick will develop a questionnaire to get a better understanding of existing practices. This is to be discussed during the next PC meeting.
6. **Re next SHAW programme coordinators meeting:** it was suggested to pay extra time on the following topics during the next PC meeting:
 - ⇒ Phasing out or phasing over by end 2014
 - ⇒ Discussion of the future of SHAW

Action planning

The final session was used to recap the results of the different sessions and to develop a detailed action plan. Where necessary decisions made were also included in the action plan to enhance transparency.

The detailed action plan was shared with all the partners immediately following the meeting and is shown in Appendix 5 (English) and Appendix 6 (Bahasa Indonesia).

Evaluation

The SHAW partners were asked to reflect on the five-day meeting. Each partner received six meta cards with the following instructions:

- Two green meta cards: what did you like about the meeting?
- Two red meta cards: what did you not like about the meeting?
- Two white meta cards: anything else you want to say such as recommendations for future meetings.

The following is the outcome of the plenary presentations.






	What did you like?	What didn't you like?	Anything else
	<ul style="list-style-type: none"> • Presentations on progress updates by partners • Presentations and opportunity to review the field trip 	<ul style="list-style-type: none"> • Room too hot • Too many agenda topics 	<ul style="list-style-type: none"> • Include ice breakers • Limit the number of agenda topics
	<ul style="list-style-type: none"> • Lessons learned from progress updates • Strengthening of skills on monitoring based on field observations and sharing among partners 	<ul style="list-style-type: none"> • Too many agenda topics made us feel bored at times • Organisation of meals by Yuli 	<ul style="list-style-type: none"> • Schedule for topics changed from original plan • Include energisers • Organisation of PC meeting should be done by the host
	<ul style="list-style-type: none"> • Field trip • Discussion on sanitation technology options including the issue on faecal sludge management 	<ul style="list-style-type: none"> • Too many topics • Discussions not finalised so we remain curious 	<ul style="list-style-type: none"> • Increase the time for discussion for each session so that there can be more sharing among partners • Before SHAW terminates we want to learn more about watershed management
	<ul style="list-style-type: none"> • New database • Interesting discussion on future after SHAW 	<ul style="list-style-type: none"> • Monotonous discussions • Voice of translator is too weak 	<ul style="list-style-type: none"> • Simavi need to give more trust to the local host to organise the meeting
	<ul style="list-style-type: none"> • Vision for post 2014 • Behaviour change analysis using the OAM framework 	<ul style="list-style-type: none"> • Review field trip with too many confusing questions 	<ul style="list-style-type: none"> • More clarity is needed on responsibilities between Simavi and local host in organising the meeting • Respect the different cultures among us particularly on the way we communicate and give comments/opinion

Table 20: Outcome of the evaluation

Closure

After the evaluation Erick took the opportunity to say a few final words.

Finally Martin addressed the partners. He started by saying that we have just completed five long days. Martin found the content and discussions during the meeting very interesting. A number of important topics were touched during the meeting that warranted discussion. Martin concluded by saying that he was going to stop as it was already 6 pm. We will meet again in Kefa. Have a good journey back or wherever you are going and we will meet again in four months' time.

In the evening a dinner was hosted by CD Bethesda.

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Appendixes

Appendix 1: October 2013 SHAW Programme Coordinators meeting schedule

	MONDAY 21 OCT		TUESDAY 22 OCT		WEDNESDAY 23 OCT	THURSDAY 24 OCT		FRIDAY 25 OCT			
MORNING	09.00-09.15	Opening and welcome	08.30-09.00	Recap day one	Field trip organised by CD Bethesda	08.30-10.30	Presentations and discussions to review the field trip	08.30-09.00	Recap day four		
	09.15-09.30	Introduction round	09.00-10.30	Monitoring related issues: <ul style="list-style-type: none"> Follow up of TOT Harmonisation and inconsistencies Post-SHAW monitoring 				09.00-10.30	Planning 2014		
	09.30-10.00	Meeting objectives & programme									
	10.00-10.30	Progress action plan June 2013 meeting									
		COFFEE BREAK		COFFEE BREAK					COFFEE BREAK		COFFEE BREAK
	11.00-12.30	Presentations and discussions on progress updates by partners	11.00-11.30	Monitoring continued				11.00-12.30	Results of water supply support mission	11.00-12.30	Vision for post-SHAW period
	11.30-12.30		Verification and declaration issues								
	LUNCH		LUNCH	LUNCH	LUNCH		LUNCH				
AFTERNOON	13.30-15.00	Continuation of morning programme	13.30-15.00	Behaviour change session by Galuh	Field trip organised by CD Bethesda	13.30-15.00	Sanitation technologies (e.g. ecosan, faecal sludge management)	13.30-15.00	Parking space		
		COFFEE BREAK		COFFEE BREAK			COFFEE BREAK		COFFEE BREAK		
	15.30-17.00	Follow up of review findings including scaling up with quality	15.30-16.30	Issues from national level by Yus: <ul style="list-style-type: none"> KSAN Reports to Bappenas Documenting experiences and guidelines 		15.30-16.15	Progress update on school sanitation	15.30-16.00	Evaluation of meeting		
			16.30-17.00	Preparations for field trip						16.15-17.00	Speed date session Martin and partners
	DINNER		DINNER	DINNER	DINNER		DINNER				
				Review field trip in small groups and prepare presentations for next day							

Appendix 2: List of participants October 2013 SHAW PC meeting

No	Name		Organisation	Email	Hand phone
1	Dewi Utari		CD Bethesda	dewisoemarsono12@gmail.com	08-11267605
2	Henny Pesik		CD Bethesda	henny_pesik@yahoo.co.id	08-1393163111
3	Agustinus Umbu Rupa		CD Bethesda	agusumburupa@yahoo.com	08-5237828469
4	Otto Nodi		CD Bethesda		08-122710229
5	Saifulloh		CD Bethesda		081225614201
6	Simon Heintje Tulado		Plan	Simon.HeintjeTulado@plan-international.org	08-5253037534
7	FransiskusBou		Plan	fbou@plan-international.org	081337186502
8	Ishak Mattarihi		Rumsram	kasumasa_biak@yahoo.com	08-1344013634
9	Sem Weyai		Rumsram	kapiskerweyai@yahoo.com	082198184805
10	Lisa Setitit		Rumsram	Elisabeth_sttrumsram@yahoo.com	082199529779
11	Susana Helena		YMP	e_peduli@yahoo.com	08-1237213030
12	Noer Sakinah		YMP	noer_sakinah@yahoo.co.id	08-1237119844
13	Samsul Hidayat		YMP	Dayat_peduli@yahoo.com	081246267865
14	Christina Aristanti		YDD	christina@arecop.org	08-122704055
15	Melchior Kosat		YDD	melky_ntt@yahoo.com	08-2146196877
16	Hendro Payong		YDD	hendro_payong@ymail.com	08-5338969897
17	Abang Rahino		Simavi	abangrahino.simavi@gmail.com	08-2168532441
18	Galuh Sotya Wulan		Simavi	Galuh.simavi@gmail.com	081229523747
19	Martin Keijzer		Simavi	martin.keijzer@simavi.nl	08-112507140
20	Yusmaidly		Simavi	yusmaidly@ampl.or.id	08-124639219
21	Erick Baetings		IRC	baetings@Irc.nl	
22	Anneke Ooms				08-1229944806

Appendix 3: Progress update of the June 2013 SHAW Programme Coordinators meeting Action Plan

	Theme	What	Who	When	Progress update	
					Overall	Details
1	Monitoring	Decisions: ✓ A TOT will be organised in Maumere to enhance the capacity of SHAW partners on monitoring so that they have the skills and competences to build the capacity of STBM stakeholders in the districts				
		Action items: <ul style="list-style-type: none"> Forward Kabupaten level output and outcome monitoring data files for the period April-June 2013 to Martin and Erick 	Partners	< End July 2013	✓	Done
		<ul style="list-style-type: none"> Develop a training manual on monitoring for the SHAW partners 	Erick and Christina	< End Aug 2013	✓	Done; training manual was used during the Maumere TOT
		<ul style="list-style-type: none"> Organise a TOT on monitoring for SHAW partners in Maumere to be attended by three staffs per SHAW partner: the Programme Coordinator and two field staff with money experience and responsibilities 	Erick and Christina	9–13 September	✓	Done; ToT was successfully completed in the 2 nd week of September in Maumere
		<ul style="list-style-type: none"> Finalise the improved versions of the outcome monitoring data collection forms (text and pictograms) by incorporating the comments made during the PC meeting 	Pam	12 July	✓	Done but still to be shared with partners
2	STBM at schools	Decisions: ✓ A review of STBM at school activities will be carried out before the next PC meeting				
		Action items: <ul style="list-style-type: none"> Organise a review of STBM at school activities Share the report of the STBM at school review with all partners 	Elbrich	< end Sep 2013	✓	Done by Elbrich
			Elbrich	< 12 Oct 2013		Included in agenda for day 4
3	Knowledge management	Action items: <ul style="list-style-type: none"> Notification on the topics for the next SHAW Newsbrief is to be send to the Virtual Team 	Pam	26 June 2013	✓	Done

	Theme	What	Who	When	Progress update	
					Overall	Details
3	Knowledge management	<ul style="list-style-type: none"> Articles for the Pokja AMPL Nasional July 2013 E-Newsletter, which will focus entirely on the SHAW programme, is to be forwarded to Pam 	Partners	28 June 2013	✓	Done; E-newsletter was published in July 2013
		<ul style="list-style-type: none"> Articles for SHAW Newsletter #2 with the title “building partnerships for sustainability” is to be shared with Pam by 8 July 	Partners	8 July 2013	-	Not finished
		<ul style="list-style-type: none"> Publication of SHAW Newsletter #2 	Pam	26 July 2013	✗	Not done
4	Other issues	Decisions: ✓ Deadline for submitting the Jan-Jun 2013 progress report has moved to 22 August 2013	Partners			
		Action items: <ul style="list-style-type: none"> Share final report of May-June 2013 review missions with all partners 	Martin	<11 July 2013	✓	Done
		<ul style="list-style-type: none"> Develop the ‘visit the SHAW partners’ programme for Ibu Galuh and share with all partners 	Martin and Galuh	< 11 July 2013	✓	Done
		<ul style="list-style-type: none"> Share adjusted 6-monthly reporting format with all partners Simavi will organise a biannual “quality support mission” to the Simavi/EKN funded water supply projects. More information will be shared with the partners. 	Martin	28 June 2013	✓	Done
			Martin	< 11 July 2013	✓	Done; included in agenda for day 4
	Next meeting	Decisions: ✓ The next meeting will be hosted by CD Bethesda in Sumba	All	21 to 25 October	✓	

Appendix 4: Comparison of results presented in the January-June 2013 progress reports and June 2013 monitoring data

		Totals for SHAW area			Biak			Flores			Lombok			Sumba			Timor		
		Monitoring	Progress table	%	Monitoring	Progress table	%	Monitoring	Progress table	%	Monitoring	Progress table	%	Monitoring	Progress table	%	Monitoring	Progress table	%
Pillar 1	Usage of the healthy toilet	950,739	947,580	100%	19,688	30,032	66%	230,391	215,849	107%	8,208	8,208	100%	24,013	76,716	31%	655,213	616,775	106%
Pillar 2	Washing hands with soap at critical times	717,495	833,679	86%	4,287	8,950	48%	69,258	157,504	44%	8,895	8,895	100%	19,023	60,407	31%	596,106	597,923	100%
Pillar 3	Treatment of drinking water and safe storage	1,012,841	1,120,781	90%	20,438	38,951	52%	280,539	292,105	96%	11,536	11,536	100%	42,576	128,050	33%	649,921	650,139	100%
Pillar 4	Safe household solid waste disposal	706,601	907,758	78%	2,319	7,745	30%	60,680	238,230	25%	1,499	1,499	100%	8,798	47,190	19%	612,044	613,094	100%
Pillar 5	Safe household wastewater disposal	982,993	1,078,373	91%	21,209	37,292	57%	251,898	271,259	93%	3,349	3,349	100%	65,681	125,852	52%	640,562	640,621	100%
		Monitoring	Planning table	%	Monitoring	Planning table	%	Monitoring	Planning table	%	Monitoring	Planning table	%	Monitoring	Planning table	%	Monitoring	Planning table	%
	Number of desa	837	1,016	82%	52	52	100%	242	411	59%	15	47	32%	79	79	100%	449	427	105%
	Number of dusun	2,726	2,004	136%	115	115	100%	852			58	215	27%	274	265	103%	1,427	1,409	101%
	Number of persons	1,147,928	1,427,051	80%	21,938	21,938	100%	304,728	472,068	65%	46,174	200,135	23%	118,404	102,000	116%	656,684	630,910	104%
Differences expressed in the following colours						100%													
						95% - 99% or 101% - 105%													
						90% - 95% or 106% - 110%													
						50% - 89% or 111% - 150%													
						0% - 49% or above 150%													

Appendix 5: Detailed action plan - October 2013 PC meeting

	Theme	What	Who	When
1	Monitoring	<p>Action items:</p> <ul style="list-style-type: none"> Submit the OUTPUT and OUTCOME monitoring data files for the period July to September 2013 Submit 03/2013 3-monthly progress report to Yus as input for the Bappenas report Ensure that all target villages are included in the October to December 2013 OUTPUT and OUTCOME monitoring data files (full coverage) Forward table for updating info (triggering, verification and declaration) on all the SHAW target villages to all partners 	<p>Partners</p> <p>Partners</p> <p>All partners except for YMP</p> <p>Yus</p>	<p>15 Nov 2013</p> <p>15 Nov 2013</p> <p>Dec 2013 (monitoring) 31 Jan 2014 (report)</p> <p>8 Nov 2013</p>
2	STBM at schools	<p>Decisions:</p> <ul style="list-style-type: none"> ✓ School monitoring reporting frequencies follow the same three-monthly reporting frequencies as for the regular progress monitoring of STBM villages (January to March; April to June; July to September; and October to December) <p>Action items:</p> <ul style="list-style-type: none"> Develop the database for the STBM at schools performance monitoring 	Erick	November 2013
3	Knowledge management	<p>Action items:</p> <ul style="list-style-type: none"> Complete and forward articles for 2013-02 SHAW Newsletter to Pam Edit and publish 2013-02 SHAW Newsletter 	<p>Plan, YDD & Rumsram</p> <p>Pam</p>	<p>8 Nov 2013</p> <p>End Nov 2013</p>
	Water supply	<p>Decisions:</p> <ul style="list-style-type: none"> ✓ All partners will put on hold all water supply related implementation with immediate effect ✓ A two-week workshop on designing and implementing water supply projects will be organised from 20 to 31 January 2014 by Wouter Jan <p>Action items:</p> <ul style="list-style-type: none"> Share water supply related instructions with all partners Follow water supply related instruction as shared by Martin Keijzer 	<p>Martin Keijzer</p> <p>Partners</p>	<p>29 Oct 2013</p> <p>With immediate effect</p>
4	Other issues	<p>Action items:</p> <p>Annual plan and budget 2014</p> <ul style="list-style-type: none"> Developed and submit the 2014 annual plan on the basis of the instructions provided by Martin Keijzer <p>Presentation of progress updates during PC meetings</p> <ul style="list-style-type: none"> Use the June 2013 template for progress presentations during upcoming PC meetings <p>Formative research and FOAM</p> <ul style="list-style-type: none"> Translate FOAM table with concrete examples of how the table can be used <p>Faecal sludge management</p> <ul style="list-style-type: none"> Forward questionnaire to assess current practices with regards to faecal sludge management 	<p>Partners</p> <p>Partners</p> <p>Galuh</p> <p>Erick</p>	<p>15 Nov 2013</p> <p>Next PC meeting</p> <p>6 Nov 2013</p> <p>8 Nov 2013</p>

	Theme	What	Who	When
		<ul style="list-style-type: none"> Return completed faecal sludge management questionnaire to Martin and Erick 	Partners	8 Dec 2013
	Next meeting	<p>Decisions:</p> <ul style="list-style-type: none"> ✓ The next meeting will be hosted by Plan Indonesia in Kefa, TTU, West Timor ✓ The theme of the next PC meeting is: “learning about sustained change and slippage” ✓ Agenda items for next PC meeting include the following issues that remained in the parking lot: <ul style="list-style-type: none"> ⇒ STBM verification and declaration ⇒ Roles and responsibilities of Kabupaten and Kecamatan level stakeholders with regards to taking over programme responsibilities while phasing out ⇒ Post-SHAW monitoring: what and by whom? ⇒ Faecal sludge management ⇒ Replication with Quality 	All	10 to 14 February 2014

Appendix 6: Rencana Rencana Aksi - Oktober 2013 PC meeting

	Tema	Apa	Siapa	Kapan
1	Monitoring	<p>Kegiatan:</p> <ul style="list-style-type: none"> Memberikan file data monitoring OUTPUT dan OUTCOME, periode Juli - September 2013 Memberikan Laporan Triwulan edisi ketiga 2013 kepada Yus sebagai input untuk laporan kepada Bappenas Memastikan semua target desa telah masuk dalam file data monitoring OUTPUT and OUTCOME, periode Oktober - Desember 2013 (tercakup semuanya) Memberikan kepada semua mitra tabel untuk pembaharuan informasi (pemicuan, verifikasi dan deklarasi) pada semua target desa SHAW 	<p>Semua mitra</p> <p>Semua mitra</p> <p>Semua mitra kecuali YMP</p> <p>Yus</p>	<p>15 Nop 2013</p> <p>15 Nop 2013</p> <p>Des 2013 (monitoring) 31 Jan 2014 (laporan)</p> <p>8 Nop 2013</p>
2	STBM di Sekolah	<p>Keputusan:</p> <ul style="list-style-type: none"> ✓ Frekuensi laporan monitoring sekolah sama seperti frekuensi laporan perkembangan triwulan untuk desa STBM (Januari-Maret; April-Juni; Juli-September; dan Oktober-Desember) <p>Kegiatan:</p> <ul style="list-style-type: none"> Mengembangkan database untuk monitoring pelaksanaan STBM di Sekolah 	<p>Erick</p>	<p>Nopember 2013</p>
3	Pengelolaan Pengetahuan	<p>Kegiatan:</p> <ul style="list-style-type: none"> Menyelesaikan artikel untuk Newsletter SHAW edisi kedua 2013 dan memberikannya kepada Pam Edit dan mempublikasikan Newsletter SHAW edisi kedua 2013 	<p>Plan, YDD & Rumsram</p> <p>Pam</p>	<p>8 Nopember 2013</p> <p>Akhir Nopember 2013</p>
	Penyediaan Air Bersih	<p>Keputusan:</p> <ul style="list-style-type: none"> ✓ Semua mitra menghentikan sementara semua kegiatan penyediaan air bersih ✓ Lokakarya selama 2 minggu terkait desain dan pelaksanaan kegiatan penyediaan air bersih yang akan diorganisir oleh Wouter Jan pada 20-31 Januari 2014 <p>Kegiatan:</p> <ul style="list-style-type: none"> Memberikan petunjuk terkait penyediaan air bersih kepada semua mitra Mengikuti petunjuk terkait penyediaan air bersih yang telah diberikan oleh Martin Keijzer 	<p>Martin Keijzer</p> <p>Semua mitra</p>	<p>29 Oktober 2013</p> <p>langsung</p>
4	Isu Lain	<p>Kegiatan:</p> <p>Perencanaan Tahunan dan Keuangan 2014</p> <ul style="list-style-type: none"> Menyusun Perencanaan Tahun 2014 berdasarkan petunjuk dan memberikannya kepada Martin Keijzer <p>Presentasi perkembangan proyek pada pertemuan PC</p> <ul style="list-style-type: none"> Menggunakan template presentasi untuk perkembangan proyek yang telah disepakati pada bulan Juni 2013 untuk pertemuan PC berikutnya <p>Riset Formatif dan FOAM</p> <ul style="list-style-type: none"> Menerjemahkan tabel FOAM dengan contoh kongkrit bagaimana tabel dapat digunakan 	<p>Semua mitra</p> <p>Semua mitra</p> <p>Galuh</p>	<p>15 Nopember 2013</p> <p>Pertemuan PC berikutnya</p> <p>6 Nopember 2013</p>

	Tema	Apa	Siapa	Kapan
		Pengelolaan lumpur tinja <ul style="list-style-type: none"> • Memberikan kuisisioner tentang penilaian praktek saat ini terhadap pengelolaan lumpur tinja • Mengembalikan kuisisioner tentang pengelolaan lumpur tinja yang telah diisi kepada Martin dan Erick 	Erick Semua mitra	8 Nopember 2013 8 Desember 2013
	Pertemuan PC berikutnya	Keputusan: <ul style="list-style-type: none"> ✓ Pertemuan PC berikutnya akan dilaksanakan di Kefa, TTU - NTT dimana Plan Indonesia akan menjadi tuan rumah ✓ Tema pertemuan PC berikutnya: “Ipembelajaran tentang keberlanjutan dari perubahan perilaku dan kembali ke perilaku semula” ✓ Agenda untuk pertemuan PC berikutnya termasuk isu-isu berikut yang merupakan bagian yang belum dibahas pada parking lot: <ul style="list-style-type: none"> ⇒ Verifikasi dan deklarasi STBM ⇒ Tugas dan tanggung jawab dari pemangku kepentingan di tingkat Kabupaten dan Kecamatan terkait dengan alih tanggung jawab selama masa phasing out ⇒ Monitoring paska SHAW: apa dan siapa? ⇒ Pengelolaan lumpur tinja ⇒ Replikasi yang berkualitas 	Semua	10 - 14 Februari 2014