

SANITATION WORKING GROUP

REVIEW OF UNDERTAKINGS

JSR Undertaking No: 1

Establish SWG with full-time professional Secretariat to coordinate and liaise with sanitation stakeholders and operationalise the MoU.

PLANNED ACTION	RESP.	TARGET	ACTUAL PROGRESS (Mar 04)
Approve establishment of the Sanitation WG	WSSWG	25/09/03	<u>ON TARGET</u> Approval provided at JSR on 25/09/03
Prepare ToR and establish SWG	WSSWG	15/10/03	<u>ON TARGET</u> Draft ToR prepared & SWG established. Monthly meetings held since Dec. 03.
Establish Secretariat (prepare ToR, secure funds and recruit personnel)	SWG	Nov. 2003	<u>ON TARGET</u> EHD given responsibility to take on role of Secretariat to the SWG.
Look into :- <ul style="list-style-type: none"> • Subsidy issues; • Prepare guidelines • Staffing at district level 	SWG / Secretariat	Mar. 04 Aug. 04 Nov. 04	Some limited progress but additional time required. <u>NEW TARGET: Nov. 2004.</u>

In fulfilment of this Undertaking, a new coordination body for sanitation, known as the **Sanitation Working Group (SWG)**, has been established and has held regular monthly meetings since December 2003. These meetings have been attended by a wide cross-section of sanitation stakeholders, (a full list of 44 SWG members is shown in Appendix C of the enclosed ToR for the SWG). Mr. Sam Mutono was elected Chairman to this new body and Mr. Paul Luyima the Secretary. In addition, EHD has been given the mandate to provide the necessary professional Secretarial backup that is so crucial to ensure that the SWG is able to become effective. In addition, the **Sanitation Technical Task Team (TTT)** has also been established to respond to specific issues (e.g. IDPs, Best Practice Test Models etc.)

The SWG, in conjunction with EHD, DWD and TSUs, organised a successful Sanitation Best Practice Workshop at the Sunset Hotel in Jinja from 4-6 Feb. Over 80 participants (50 of whom represented districts) came together to analyse Best Practice in Sanitation, from both a global and local perspective. This highlighted the crucial role that sanitation should play in achieving the MDGs and PEAP. The Output of the Workshop included the development of detailed Action Plans for establishing Test Models of Best Practice in Sanitation in a number of districts. This workshop provided an opportunity to enhance coordination and further raise the profile of sanitation, particularly at district level. It achieved broad support amongst participating districts to urgently implement hygiene and sanitation.

JTR ACTION: *An issue that urgently needs to be addressed at the JTR is how to persuade MoES to become much more actively engaged with the SWG at a senior level. This is vital if the MoU is going to ever be effectively "operationalised" as required.*

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JSR Undertaking No: 2.

Operationalise the MoU - main activities:-

- **Clear budget lines for sanitation**
- **Test models in selected districts**

PLANNED ACTION	RESP.	TARGET	ACTUAL PROGRESS (Mar 04)
Based on review of historical and current sanitation arrangements prepare draft proposal guidelines for funding	Secretariat (WSP to provide support)	Feb 04	ON TARGET Draft Guidelines for financial resource flow mechanisms for sanitation in preparation. Report due by 12 Mar.04
Budget lines prepared by line Ministries, districts and urban councils	Ministries districts & urban councils	Mar. 04	MINIMAL PROGRESS Important to address this issue at the JTR and formulate a practical Way Forward
Test models concept prepared	SWG / Secretariat	Dec.03	ON TARGET Workshop on Best Practice held in Jinja in Feb 04. Guidelines for Test Models in progress
Models started in selected districts and urban councils	SWG / Secretariat	Jan. 04	ON TARGET Following Feb. BP Workshop, Planning of Test Models in selected districts in progress. > 6 months required to see any meaningful results
Models reviewed	SWG / Sec	Aug. 04	ON TARGET By August '04 it should be possible to review the Test Models in the selected areas and determine how to expand on Best Practices.

The productive collaboration between DWD and EHD has been most significant since the establishment of the SWG. In particular, EHD staff have been able to work closely with all of the TSU teams and have already visited 6 of their 8 areas of operation. This "familiarisation" process led up to the Best Practice Workshop and the preparation of detailed Action Plans for the next six months by all 8 TSU teams in collaboration with the districts that they are already supporting. However there may be a need for the TSU teams to be strengthened further for their expanding role in promotion of hygiene and sanitation. In particular, it became very apparent at the BP Workshop that although the TSUs already have broad ToR that make it clear that they should engage with Water and Sanitation, in actual fact the TSUs have to-date mainly been engaged with the establishment of new water points. In addition, it became obvious that apart from DWOs, very few DA staff (including Health, Gender, Education and even Local Government) clearly understood the supportive role that TSUs had been established for.

JTR ACTION: *Ensure that all 8 TSUs and the 55 District Administrations that they are supporting are made fully aware of the important role they should be playing in support of Sanitation at all levels (including households, schools, health centres etc.)*

JTR – Appendix:- 1

Issues to be raised at WS JTR (March 2004) :

1. **Clarify Definition of Water and Sanitation Sector** – The Sanitation Working Group (SWG) believes that sanitation should be defined in the broad sense to include hygiene promotion, school sanitation, household sanitation, sewerage and public toilets (other sanitation activities such as solid waste management to be considered in due course). As such, the SWG believes that the Water and Sanitation Sector should give equal weight to “sanitation” and not marginalize Sanitation as is currently the case (e.g. in funding, resources, performance indicators etc.).
2. **Inadequate urban sanitation is of particular concern** where integrated solutions are needed. The Urban Authorities and Town Council's *Health Inspectorate* are even more marginalized than is the case in the districts. They have no back-up support from anywhere and yet the impact of poor sanitation in urban areas is more critical and poses major health hazards. As there are currently no “TSUs” in support of urban authorities, a strategy is urgently required as to how this critical problem can be resolved.
3. The various levels of **Health Inspectorate staff are completely de-motivated**, as their activities are not adequately funded. They are rapidly sinking to the low levels of morale that have already been reached by Community Development Workers (CDWs).
4. **How to “operationalise” the MoU when it comes to MoES?** Within MoES there are apparently no institutional arrangements or structures for hygiene promotion and sanitation. In addition it has so far proved fruitless to persuade MoES to attach representatives to the new SWG. Until this is resolved it will be very difficult to adequately resolve the outstanding difficulties associated with the MoU for national sanitation.
5. It is important that Sanitation is guided by the **PEAP process** in order not to miss the boat.
6. The MoFPED's new policy on **Infant and Maternal Mortality (I&MM)** in Uganda has a major role for Sanitation. Implementation of the new strategy needs to be addressed.
7. There is need to **develop pro-poor strategies** for sanitation.
8. The grossly inadequate **Hygiene and Sanitation within the IDPs** urgently needs to be addressed.
9. There is need to address **difficult districts with poor sanitation** for testing models including badly off districts and fish landing sites and institutions such as prisons and police.
10. Support and resources for the new **Secretariat** to the SWG is required.

SANITATION WORKING GROUP (SWG)

Terms of Reference

1. Background

In 2003, during the two annual Joint Sector Reviews (JSRs) for the Health Sector and the Water & Sanitation Sector, a number of "Undertakings" were agreed that specifically relate to Hygiene and Sanitation. Both the HSWG and the WSSWG formulated *Undertakings* specifying the need to establish a dedicated **Sanitation Working Group (SWG)** to coordinate the national sanitation programme in future. These initial *Undertakings*, although not limited to the current year only, are set out in *Appendix A*.

On 19th November 2003, at a meeting held by the Water & Sanitation Sector Working Group (WSSWG), the inter-ministerial, inter-sectoral Sanitation Working Group (SWG) was formally established.

2. Definition of "Sanitation"

For operational purposes, the 1997 National Forum on Sanitation (KDS) definition of "Sanitation" was adopted by the SWG as follows:-

"Sanitation" encompasses the isolation / management of excreta from the environment, maintenance of personal, domestic and food hygiene, safe disposal of solid and liquid wastes, maintaining a safe drinking-water chain and vector control.¹

(A more detailed definition is provided in *Appendix D*)

3. Objectives :

The Sanitation Working Group should raise the national profile of Sanitation (as broadly defined above) and work to improve co-ordination and implementation of Sanitation at all levels and ensure progress on current and future JSR undertakings. In particular:-

- Co-ordinate and liaise with sanitation stakeholders and operationalise the MoU.
- In order to facilitate the operationalisation of the MoU, the Sanitation Working Group (and its administrative support) will also undertake to establish:
 - Clear budget mechanisms for sanitation at all levels to fulfill the institutional mandates as reflected in the MoU;
 - Test models in selected districts and urban councils to guide future strategy, work-plans, budgets, implementation mechanisms and coordination at district and sub-district levels.

¹ This Definition has an historical basis in Uganda as it was reached after considerable debate leading up to the 1997 KDS. It does not exclude the important aspect of EcoSan and the "management" of human waste.

4. Scope of Work:

- Review status of Best Practice in sanitation (both local and global);
- Support districts (initially in Test Model areas) to better coordinate and implement comprehensive hygiene promotion and sanitation;
- Review and advise stakeholders on appropriate sanitation technology options, including those associated with EcoSan;
- Review status of current reform process;
- Develop strategy for accelerated scaling-up of national sanitation programme (i.e. total sanitation);
- Develop strategy for accelerated institutional reform;
- Oversee implementation of strategies;
- Liaise with W&S, Health and Education Sector Finance groups on the issue of resourcing Hygiene Promotion and Sanitation;
- Review status of Sanitation as relate to IDPs.

Functions and Activities to be undertaken by SWG should include, but not be limited to, those activities identified in the current JSR Undertakings. A provisional list of these Activities is included in *Appendix B*.

5. Membership of SWG:

Membership of the SWG should include those "Sanitation Stakeholders", (as referred to in the *Undertakings*) who include representatives from various interest groups including:- the Ministries of Finance, Health (EHD), Water (DWD), Education, Gender and Local Government as well as representatives of TSUs, NGOs, CBOs & FBOs and all Development Partners that are engaged in supporting Hygiene Promotion and Sanitation. A provisional list of Members of the Sanitation Working Group (SWG) is included in *Appendix C*.

6. Resources

The Sanitation Working Group should access resources from the Health, Education and WS Joint Partnership Funds (JPFs) as well as from GoU. At the first SWG Meeting held on 10th December 2003 it was agreed that EHD of MoH would provide Secretarial Services to the SWG under the guidance of an elected Chairman and Secretary. As per the *Undertakings*, additional resources to enable the Secretariat to perform professionally may also be provided through the JPFs as required.

7. Reporting:

The Sanitation Working Group should report to respective Sector Ministries (i.e. Water, Health and Education as per the MoU). It should also prepare reports for Joint Technical Reviews as well as the annual Water & Sanitation Sector and Health Sector Reviews.

8. Meetings

The Sanitation Working Group should meet as necessary but at least once a month.

Appendix : A

JOINT SECTOR REVIEW UNDERTAKINGS

At the 3rd Joint Sector Review for Water & Sanitation (23-25 Sep. 2003), two of the nine Undertakings that were adopted in the final MoU read as follows:

Undertaking No. 4:

Establish a sanitation sub group for the WSSWG to coordinate and liaise with sanitation stakeholders and operationalise the MoU. (Administrative arrangements are needed now such as a Task Force and, if shown necessary / appropriate, a Secretariat function can be considered in the future);

Undertaking No. 5:

In order to facilitate the operationalisation of the MoU, the SWG (and its administrative support) will also undertake to establish:

- *Clear budget mechanisms for sanitation at all levels to fulfil the institutional mandates as reflected in the MoU;*
- *Test models in selected districts and urban councils to guide future strategy, work-plans, budgets, implementation mechanisms and coordination at district level.*

The 9th Health Sector Joint Review Mission (10-14 Nov. 2003), formulated eight Undertakings the first of which read as follows:-

Undertaking No. 1:

Establish a sub-sector working group for sanitation to coordinate and liaise with sanitation stakeholders and operationalise the MoU; outlining budget mechanisms for sanitation at all levels and testing models in selected districts and urban councils (as was adopted by the Water and Sanitation Sector).

Appendix : B

KEY PROVISIONAL ACTIVITIES FOR THE PROMOTION OF HYGIENE & SANITATION

1. Work to improve co-ordination amongst all key sanitation stakeholders at central, district and sub-district levels;
2. Hold regular meetings and arrange Workshops and Field Visits for sanitation stakeholders;
3. Develop, as part of sector-wide guidance, a broad and widely accepted approach to "Sanitation" that includes Environmental Health and Hygiene Promotion;
4. Identify and document existing instances of Best Operational Practices (BOPs) in Sanitation that have previously been developed in Uganda and elsewhere;
5. Improve the definition of roles and responsibilities at the district and sub-district levels;
6. Address the question of sanitation financing to match and support the institutional responsibilities;
7. Establish clear budget mechanisms for sanitation at all levels;
8. Develop Test Models in selected districts and urban councils to guide future strategy;
9. Support districts, through the guidance of the eight existing TSUs, to develop work-plans, budgets and implementation mechanisms;
10. Through the application of Test Models, develop guidance on BOPs that relate to effective Hygiene Promotion methodologies and appropriate, low-cost, replicable and sustainable technology options (including EcoSan);
11. Research "subsidy" issues as relate to Hygiene and Sanitation promotion;
12. Work to enhance capacity and efficiency of District Water and Sanitation Teams (DWSTs);
13. Enable regular feed-back of first-hand experience of BOPs from Community and sub-county levels up, through districts, to central level;
14. Support "scaling up" of national sanitation programme that is based on successful Test Models;
15. Support development of appropriate MIS (Management Information Systems) at district and national levels based on appropriate performance measurement indicators that are designed and adopted to specifically relate to hygiene promotion, positive behaviour change and environmental health and sanitation;
16. Support development of Environmental Health and Sanitation Policy and Legislation.

Appendix : C

Proposed Members of the Inaugural Sanitation Working Group

	Name	Organisation
1	Sam Mutono (Chairman)	Royal Danish Embassy
2	Paul Luyima (Secretary)	EHD, MoH (AC)
3	????????????????	MoE
4	????????????????	MoE
5	Mrs D W Okalany	MoLG
6	Mr S Emorut-Reongut	MoLG
7	Andrew Kizza	MoLG
8	Diego Angemi	MoFPED
9	Agnes Kisembo	MoFPED
10	Dr Jotham Musinguzi	MoFPED (Director Popsec)
11	Beatrice Ayikoru	MoGLSD
12	Engineer A. Tushabe	Rural Water, DWD
13	John Twino	Urban Water, DWD
14	Juliana Kyomuhangi	Rural, DWD
15	Firmina Acuba	DWD
16	Mathais Efumbi	Rural Water, DWD
17	Patrick Twesigye	NWSC
18	Kiwe Sebunya	UNICEF
19	John Byarugaba	UWASNET (Director)
20	Caroline Batanda	UWASNET
21	Sam Mutono	RDE
22	Anthony Waterkeyn	EHD, WSP
23	Mai Nalubega	WSP
24	Gunnar Settergren	DWD
25	Hans Schattauer	Austrian Embassy
26	David Mukamba	TSU
27	John Pinfeld	DWD
28	Anna Tufvesson	KCC
29	Mohamed Kirumira	KCC
30	Agnes Bitature	UNICEF
31	Mabuya Mubarak	MoGLSD
32	Bakaye Lubega	MoGLSD
33	B.A.T. Maghangwe	MoH (EHD)
34	Didas Namanya	MoH (EHD)
35	Justin Otai	MoH (EHD)
36	Patrick Okuni	DWD
37	Chris Masaba	School of Hygiene
38	Priscilla Nakiboneka	MoH (EHD)
38	David Isingoma	NWSC
40	Yunnia Musaaazi	WaterAid
41	John Odolon	WaterAid (Director)
42	Rob Yates	MoH / DFID
43	Collins Mwesigye	WHO
44	Charles lewgabu	Institute of Public Health

Appendix : D

Definition of Household Hygiene and Sanitation (HHS)

For the purposes of these ToR, "sanitation" is defined in a broad and more holistic sense and includes the promotion of hygiene and household sanitation with the following domestic components:-

- A well maintained latrine or toilet with hand-washing facility;
- Safe water storage / handling facilities and practices;
- Proper personal, domestic and food hygiene practices;
- A bathing shelter with privacy screens and soak pits for drainage of wastewater;
- Pot drying racks or sun-tables with soak pit for drainage;
- Solid waste management (refuse pits and/or composting facilities);
- A safe dwelling house (inclusive of roof, walls, floor, lighting and adequate ventilation);
- Kitchen (all of the above plus cooking stove and smoke removal devices);
- A clean and well maintained household environment (i.e. the compound);
- Well constructed out-buildings (food stores, granaries and animal or bird enclosures);
- Effective vector control (flies, rats, cockroaches, mosquitoes).