

## **Joint Teleconference Meeting Minutes**

### **Advisory and Public-Private Partnership Group of the International Network on Household Water Treatment and Safe Storage (HWTS) 14 March 2013**

#### **Introduction**

Nine individuals participated in the call. They include:

*Advisory Group (AG) Participants:* Tom Clasen (LSHTM), Rochelle Rainey (USAID), John Kariuki (Government of Kenya)

*Public Private Partnership Group (PPG):* Greg Allgood (P&G), Navneet Garg (VF), Kevin O'Callaghan (Medentech)

*Secretariat:* Michael Forson (UNICEF), Maggie Montgomery (WHO), Ryan Rowe (UNC)

#### **Agenda**

The agenda as circulated prior to the meeting was discussed and there were no additions or changes at the beginning of the meeting.

- Strengthening AG/PPG
  - Removing inactive members
  - Nomination additional members (government officials and donors)
- Update from Secretariat on recent initiatives with links to HWTS
  - HWTS Taskforce
  - Briefing notes and country profiles
  - Behaviour change webinar
- Start-up phase of HWT Evaluation Scheme and key considerations
- Regional workshops and Annual Meeting
  - Update on post-workshop activities in East and Southern Africa
  - Update from national meeting in Ethiopia on HWT Evaluation, Regulation and Scale-up (8-9 Feb)
  - West Africa workshop (6-8 May, Accra, Ghana)
  - Proposed Research Symposium & Annual meeting, Nagpur, India

#### **Proceedings of the meeting**

The proceedings of the meeting are summarized below.

#### **Strengthening AG/PPG**

As discussed in the AG/PPG meeting on 30 October 2012, strengthening the AG/PPG, both in regards to filling empty seats and engaging more meaningful participation, is important for ensuring effective implementation of the Network Phase II Strategy. To achieve this, a number of measures were discussed. The first was to ask current members, whom are serving the last year of their initial three year term to confirm their active participation for another three years. The second was to ask current AG/PPG members and the Network at large to nominate additional individuals to fill the two vacant seats on the AG and three vacant seats on the PPG. It was noted that greater representation is

needed from government and donors. It was agreed that by 29 March 2013 AG/PPG members would submit to the Secretariat nominations and that R Rowe (UNC) would send a communique to the Network at large for nominations based on the criteria outlined in the Terms of Reference for the AG and PPG<sup>1</sup>. Refer to the Annex 1 for the nominations received as of 3 April 2013.

### **Update from Secretariat on recent initiatives**

M Montgomery (WHO) informed the AG/PPG that activities concerning the informal WHO HWTS Taskforce were proceeding. Several AG/PPG members commented that wider representation on the Taskforce beyond WHO staff would have been preferable. M Montgomery noted that Taskforce is internal and informal in nature due to administrative hurdles and delays in establishing external Taskforces/expert committees, lack of funding to support travel for Taskforce members, and the need, expressed at the October 2012 AG/PPG meeting, to rapidly inform Network targets and regional/country activities regarding the scaling-up of HWTS among at-risk populations. Six WHO technical staff from maternal/child health, nutrition, malaria, HIV and neglected tropical disease will serve on the Taskforce which will meet 15-16 April at WHO. T Clasen (London School of Hygiene and Tropical Medicine; LSHTM) drafted a background report to inform Taskforce members in their evaluation of the evidence. It was agreed to share this report with the AG/PPG and key water, sanitation, and hygiene researchers (i.e. Dr Sandy Cairncross) to gain input and revise before making it publically available. Refer to Annex 2 for the agenda of the Taskforce meeting and Terms of Reference, which was revised based on input from the AG/PPG.

Other items briefly mentioned included the country profiles on HWTS, for which UNICEF is taking the lead. M Forson (UNICEF) indicated that nearly 10 draft profiles were complete and he would share them with the AG/PPG for input. R Rowe (UNC) is working on developing and finalizing a number of briefing notes on HIV/AIDS, emergencies, maternal and child health, and nutrition with the aim to publish jointly between WHO and UNICEF later in 2013. A behaviour change webinar, an issue Network members requested further input/discussion on is being planned to discuss the importance of evidenced-based behaviour change techniques and best practices in achieving correct, consistent, and exclusive use. This is directly linked to strengthening monitoring and evaluation (M&E), for which the Secretariat is hosting a side event on 6 April 2013 at the IRC International Water and Sanitation Centre M&E Symposium in Addis Ababa.

### **Start-up Phase of the WHO Scheme to Evaluate Household Water Treatment Technologies**

M Montgomery (WHO) indicated that the Independent Advisory Committee for the Scheme had been established and the first meeting will be held 24-25 June at WHO to discuss testing laboratories, harmonized testing protocols, and the first round of evaluation. The members of the IAC include Dr Nicholas Ashbolt, US Environmental

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<sup>1</sup> The Terms of Reference (ToR) for the AG is included as an appendix to the Phase II Network Strategy located on the WHO Network webpage. The ToR for the PPG can be found online on the UNC Network Communications webpage.

Protection Agency, Dr Joe Brown (LSHTM), Mien Ling Chong (Singapore Public Utilities Board), Dr Charles Gerba (University of Arizona), and Dr Pawan Labhassetwar, (National Environmental Engineering Research Institute, Government of India). Draft, harmonized test protocols are being developed and will be shared shortly with the IAC for input and revision.

On a related matter, a recent national workshop hosted by the Government of Ethiopia on February 9-10, focused on evaluation of HWT and how to strengthen regulation in order to effectively scale-up HWTS in line with the national target of 77% coverage by 2015. As detailed in the forthcoming workshop report, an informal, intersectoral working group has been established to examine WHO recommendations on HWT performance and how to best strengthen current evaluation and regulation which is currently limited to chemical disinfection and/or coagulation products.

### **Regional workshops and annual meeting**

As communicated in the Network newsletter, the Secretariat is continuing to follow-up with countries that developed action plans in the East Africa Regional Workshop (Ethiopia, Kenya, Rwanda, Tanzania, Uganda) as well as Southern Africa Regional Workshop (Malawi, Mozambique and Zambia). R Rowe (UNC) has been supporting Malawi in finalizing their National Action Plan on Household Water Treatment and Safe Storage which has a particular focus on integration within maternal and child health programmes. AG/PPG members were asked to provide input on the upcoming West Africa Regional Meeting which will be held in Accra 6-8 May and include Gambia, Ghana, and Liberia and Sierra Leone (see Annex 3 for the draft agenda).

Finally, upon the recommendation from the AG/PPG to host to the 2013 Annual Network Meeting in a country where HWTS is important intervention, the Secretariat has been in contact with the National Environmental Engineering Research Institute (India) who has offered to host the meeting in conjunction with a symposium they are hosting on safe drinking-water 11-14 November in Nagpur. It was noted, however, that this conflicts with the South Asian Conference on Sanitation in Nepal. It was suggested to consider holding the Annual Meeting just after the SACOSAN either in India or Nepal, the latter providing a means to attract those working on sanitation. M Montgomery and M Forson indicated they would follow up with WHO and UNICEF country offices on such a possibility.

### **Action Items**

The main points for action from this meeting are as follows:

- AG/PPG to send Secretariat nominations for additional members; R Rowe to send communique seeking recommendations from Network at large;
- M Montgomery and M Forson to inquire with country offices on Annual Meeting; in addition the Secretariat will need to actively raise funds as currently there is no budget for the Annual Meeting; and
- AG/PPG to provide input on West Africa Workshop and Background Report for HWTS Informal Taskforce.

## **Annex 1: Suggested Nominations for Network AG and PPG**

Dr. Mubina Agboatwalla  
Assistant Professor, Dept. of Community Health Sciences,  
Aga Khan University Hospital  
Karachi, Pakistan

Dr. Keseteberhan Admasu  
State Minister FMOH - Health Promotion and Disease Prevention  
Addis Ababa, Ethiopia

Sjef Ernes  
Aqua for All  
Netherlands

Henk Holtslag,  
Independent/Advocate for low-cost private sector options  
Netherlands

Dr Daniele Lantagne  
Assistant Professor, Tufts University  
Boston, USA

Fungai S Makoni  
Senior WASH Advisor  
SNV Netherlands Development Organisation  
Harare, Zimbabwe

Humphreys Masuku  
Ministry of Health  
Lilongwe, Malawi

François Muenger  
Swiss Agency for Development and Cooperation  
Bern, Switzerland

Dagobert Mureriwa  
Program Manager  
Australian Government Overseas Aid Programme  
Harare, Zimbabwe

## Annex 2: Informal HWTS Taskforce Meeting Agenda and Terms of Reference

### Meeting of the Informal Taskforce on Use of Household Water Treatment and Safe Storage Among Vulnerable Groups Room X7, WHO Revised Draft Agenda

#### Monday 15 April

09h00-09h15	Welcome and introductions Nominate chairperson	Maria Neira, Director PHE
09h15-09h30	Background on Taskforce and purpose of the meeting: (1) Discuss and determine strength and quality of evidence, (2) Develop statement on evidence (3) Discuss current/needed policy and future collaborative work	Maggie Montgomery, WSH
09h30-10h00	Overview of water quality work at WHO	Jennifer De France, WSH
	WHO/UNICEF Network on household water treatment and safe storage	Maggie Montgomery, WSH
10h00-10h30	Presentation of background report on evidence of health impacts of household water treatment and safe storage among vulnerable populations	Thomas Clasen
10h30-10h45	Coffee break	
10h45-11h15	Q&A of background report	All
11h15-13h00	Technical review of evidence and additional considerations from specific disease/discipline areas ( <i>5-7 min presentation followed by group discussion</i> ) <ul style="list-style-type: none"> <li>• Neglected Tropical Diseases</li> <li>• Maternal and Child Health</li> <li>• Nutrition for Health and Development</li> <li>• Malaria</li> <li>• UNAIDS Global Outreach and Special Initiatives</li> <li>• Control of Epidemic Diseases</li> </ul>	Raman Velayudhan, NTD Lulu Muhe, MCH Michael McDonald, VCP Catherine Bilger, GOS Stéphane Hugonnet, ARO  Discussion Moderator: Bruce Gordon, WSH
13h00-14h00	Lunch	
14h00-15h30	Assessing the strength and quality of the evidence for each of the at-risk populations	Discussion Moderator: Annette Prüss-Ustun

*Guided Group Discussion*

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15h30-15h45	Coffee break	
15h45-16h45	Initial drafting of the Taskforce statement with attention to: <ul style="list-style-type: none"><li>• Use among at-risk populations</li><li>• Considerations in national policies</li><li>• Operational considerations</li></ul>	Discussion Moderator: Tom Clasen

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**Tuesday 16  
April**

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09h00-09h15	Summary of Day one	Chair
09h15-10h30	Presentation of draft statement and further revisions/refinement	Discussion moderator: Tom Clasen
	<i>Guided group discussion</i>	
10h30-10h45	Coffee	
11h00-13h00	Experiences from the field: Integration of HWTS with health efforts ( <i>15 min presentations followed by discussion on implications for WHO work and priorities</i> ) <ul style="list-style-type: none"><li>• Dengue control and safe storage in SE Asia</li><li>• Lessons learned from the scale-up of HIV/AIDS programmes and services</li><li>• HWTS and advanced cookstoves</li><li>• HWTS and bednets on HIV progression</li></ul>	Elizabeth Marum <b>TBC</b> Discussion Moderator: Graham Alabaster, WSH
13h00-14h00	Lunch	
14h00-15h15	Way forward <ul style="list-style-type: none"><li>• Finalizing taskforce statement and communication</li><li>• Collaboration and integration within WHO</li><li>• Perspectives paper</li></ul> <i>Guided group discussion</i>	Discussion moderator: Maggie Montgomery, WSH
15h00-15h30	Wrap up and close	Bruce Gordon, WSH

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## **Communicable Disease Prevention**

### **Functions**

The following tasks are to be completed:

1. Review relevant evidence on health impact of HWTS with a particular focus on vulnerable populations. WSH will provide a summary report of evidence at least two weeks prior to the meeting. However, members of the Task Force are at liberty to determine what evidence they deem most appropriate for making recommendations.
2. Recommend whether the evidence is sufficient to support efforts to promote HWTS and, if so, under what circumstances. This should focus particularly on the potential of the intervention to benefit targeted populations.

### **Composition and Responsibilities**

1. The HWTS Taskforce shall have up to six members, who shall serve in their personal capacities. In the selection of the members, consideration will be given to attaining an adequate technical distribution of expertise (see below).
2. Members of the HWTS Taskforce, shall be appointed by WHO Directors based on:
  - Extensive international experience in epidemiology or health economics plus one of the following substantive areas: child and maternal health, nutrition, health economics, HIV & TB, neglected tropical diseases, and malaria.
  - Experience in strategic thinking and planning as demonstrated by participation in existing WHO Expert Groups, Advisory Committees or similar endeavours.
  - Willingness to devote 3 days (1 day to review material and 2 days for the meeting).
3. Members of the HWTS Taskforce shall serve for a time-limited period up until the HWTS Taskforce meeting which will be held in Q2 2013.

### **Operation**

1. The HWTS Taskforce meeting will take place at WHO HQ over the course of two days at a date to be determined in March or April 2013.
2. Among the Taskforce members a Chair will be elected to facilitate the meeting. The final HWTS Taskforce report will be drafted by the rapporteur and agreed among Taskforce members.
3. As the co-host of the Network, UNICEF will be invited to join the meeting.
4. The HWTS Taskforce will be coordinated by the Water, Sanitation, Hygiene and Health Unit (WSH) located within the Department of Health and the Environment (PHE).

**Annex 3: West Africa Regional HWTS Workshop**  
**WEST AFRICA REGIONAL HWTS WORKSHOP**  
**ACCRA, GHANA**  
**6<sup>TH</sup> – 8<sup>TH</sup> MAY 2013**

**DRAFT DETAILED PROGRAMME FOR DISCUSSION/COMMENT**

**DAY 1 – MAY 6 2013**

TIME	ACTIVITY/TOPIC	PRESENTER	MODERATOR
8:00-8:30	Participants sign-in and complete expectations form		
8:30-9:30	<b>Opening Ceremony</b> <ul style="list-style-type: none"> <li>Welcome of guests and introduction of dignitaries [5 mins]</li> <li>Opening remarks by hosts and key partners <ul style="list-style-type: none"> <li><i>Honourable Akwasi Oppon-Fosu, Minister of Local Government and Rural Development [10 mins]</i></li> <li><i>Honourable Alhaji Collins Dauda, Minister of Water Resources, Works and Housing [10 mins]</i></li> <li><i>XXX, Minister of Health</i></li> <li><i>Country Representative, UNICEF</i></li> <li><i>Country Representative, WHO</i></li> <li><i>XXX, Chairman of CONIWAS</i></li> </ul> </li> <li>Objectives and expectations of the workshop [10 mins]</li> </ul>		
9:30-9:45	<b>Group Photograph</b> [Identify of photographer and location of group photograph to be confirmed]		
9:45-10:15	<i>Cocoa Break</i> <i>Hotel staff to reconfigure seating arrangements</i>		
10:15-12:00	<b>Session 1: Global perspective on HWTS</b>		
Presentations and discussions	<ul style="list-style-type: none"> <li>Key initiatives: Objectives, strategies and activities</li> <li>Current HWTS practices and research</li> <li>Scaling-up HWTS efforts</li> </ul> [Each presenter has 10 mins followed by 10 mins of Q&A and 5 min wrap-up by moderator on key considerations for national action plans]	M Montgomery, WHO D Lantagne, Tufts University M Forson, UNICEF	S Amoako-Mensah, UNICEF
12:30-13:30	<i>Lunch break</i>		
13:00-14:00	<b>Session 2: National Presentations (Policies, Strategies, Partnerships, Leadership &amp; Enabling Environment</b> Presentations by government officials on policies, strategies, partnerships, leadership, enabling environment		
Presentations and discussion	<ul style="list-style-type: none"> <li>Ghana</li> <li>Sierra Leone</li> <li>Liberia</li> <li>Gambia</li> </ul>	tbd, MLGRD tbd tbd tbd	B Arthur, CONIWAS

TIME	ACTIVITY/TOPIC	PRESENTER	MODERATOR
	[Each presenter has 10 mins followed by 10 mins of Q&A, and 5 min wrap-up by moderator on key considerations for national action plans]		
14:00 – 15:00	<b>Session 3: Integrating HWTS into other programmes (Success and Challenges)</b> Presentations by any stakeholder presenting an integrated approach with lessons from a policy perspective		
	<ul style="list-style-type: none"> <li>Emergency response and cholera in Ghana</li> <li>WASH and nutrition to reduce under-5 stunting</li> <li>WASH Splash in Ghana (HWWS + HWTS + CLTS)</li> <li>[LOC/Network to identify 1-2 additional examples on HIV, Nutrition, MCH, Handwashing, CLTS, School WASH from Gambia, Ghana, Liberia and Sierra Leone]</li> </ul> <p>[Each presenter has 10 mins followed by 10 mins of Q&amp;A, and brief 2-3 min wrap-up by moderator on key considerations for national action plans]</p>	<p>NADMO Ghana, WASH in Emerg. Committee (R Atta, K Quansah, E Oforu, or GK Annan - GHS Health Promotion)</p> <p>USAID Liberia</p> <p>tbd</p>	M Montgomery, WHO
15:00-15:30	<i>Cocoa Break</i>		
15:30-16:30	<b>Session 4: Implementing HWTS – Lessons learnt and Best Practices-Soapbox</b> Presentations by any stakeholder presenting on implementation methods w/ lessons from policy perspective, focusing on key issues such as integration, M&E, increasing correct and consistent use and/or financing		
	<p>Ceramic filters in Ghana</p> <p>WaterGuard in Liberia</p> <p>Behaviour change framework</p> <p>Water Safety Plans in Ghana</p> <p>[LOC/Network to identify 1-2 other presenters]</p> <p>[Each presenter has 10 mins followed by 10 mins of Q&amp;A, and brief 2-3 min wrap-up by moderator on key considerations for national action plans]</p>	<p>MK Jackson, Pure Home Water</p> <p>Population Services International Liberia</p> <p>HJ Mosler, Eawag</p> <p>tbd</p>	D Lantagne, Tufts University
16:30-16:45	<b>Wrap up, announcements and admin issues</b> <i>Workshop organisers/others meet to de-brief</i>	M Montgomery, WHO	
17:30-18:30	<b>Welcome cocktail</b>		

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**DAY 2 – MAY 7 2013**

TIME	ACTIVITY/TOPIC	PRESENTER	MODERATOR
8:30-8:40	<b>Summary of Day 1</b>	R Rowe, UNC	
9:30-10:00	<b>Session 6: Regulation, Control and National Standards</b>		
	Evaluating the performance of HWTS [15 mins] <ul style="list-style-type: none"> <li>• Overview &amp; International Scheme to Evaluate HWTS</li> <li>• Adapting or adopting?</li> </ul> Presentations for 15 mins followed by Q&A, and brief 5 min wrap-up by moderator on key considerations for national action plans]	M Montgomery, WHO	S Kemara, WHO
10:00-10:30	<i>Cocoa Break</i>		
10:30-11:30	<b>Session 7: Programme Monitoring and Evaluation</b>		
	M&E Toolkit of HWTS programmes <ul style="list-style-type: none"> <li>• Overview of toolkit</li> <li>• Takeaways for policy-makers</li> </ul> Monitoring water quality Presentation for 20 mins followed by 30 mins of Q&A, and brief 5 min wrap-up by moderator on key considerations for national action plans]	[Daniele Lantagne, Tufts University] Ghana Statistical Service or UNICEF Ghana	M Forson, UNICEF
11:30-12:30	<b>Session 8: Group work (Development of National HWTS Action Plans)</b>		
	Participants break into country groups, likely to be two groups for Ghana, and 1 each for Gambia, Liberia, and Sierra Leone. Each of the four sessions focuses on a key issue confronting scaling up of HWTS. Facilitators to float around, offering technical assistance in discussions and decisions		
12:30-13:30	<i>Lunch Break</i>		
13:30-16:30	<b>Session 9: Group work (Development of National HWTS Action Plans)</b>		
	Participants break into country groups, likely to be two groups for Ghana, and 1 each for Gambia, Liberia, and Sierra Leone. Each of the four sessions focuses on a key issue confronting scaling up of HWTS. Facilitators to float around, offering technical assistance in discussions and decisions		
15:00-15:30	<i>Cocoa Break</i>		
15:30-17:00	<b>Session 10: Group work (Development of National HWTS Action Plans)</b>		
	Participants break into country groups, likely to be two groups for Ghana, and 1 each for Gambia, Liberia, and Sierra Leone. Worksheets are distributed to facilitate the discussions. Each of the four sessions focuses on a key issue confronting scaling up of HWTS. Facilitators to float around, offering technical assistance in the analysis and decision-making process.		

TIME	ACTIVITY/TOPIC	PRESENTER	MODERATOR
16:30-16:45	<b>Wrap up, announcements and admin issues</b> <i>Workshop organisers/others meet to de-brief</i>	M Forson, UNICEF	

**DAY 3 – MAY 8 2013**

<b>DAY 3: 8<sup>th</sup> May 2013</b>			
8:00-8:30	<b>Summary of Day 2</b>	R Rowe, UNC	
8:30-12:30	<b>Session 11: Group work (Development of National HWTS Action Plans)</b>		
	<p>Participants break into country groups, likely to be two groups for Ghana, and 1 each for Gambia, Liberia, and Sierra Leone. Worksheets are distributed to facilitate the discussions.</p> <p>Each of the four sessions focuses on a key issue confronting scaling up of HWTS.</p> <p>Facilitators to float around, offering technical assistance in the analysis and decision-making process.</p>		
12:30-13:30	<i>Lunch Break</i>		
13:30-15:15	<b>Session 12: Country Presentations – National Action Plans and Next Steps</b>		
	<ul style="list-style-type: none"> <li>Ghana</li> <li>Sierra Leone</li> <li>Liberia</li> <li>Gambia</li> </ul> <p>[Each presenter has 10mins followed by 10 mins of Q&amp;A. At the end of all the presentations, there is a 5 min wrap-up of key lessons.]</p>	tbd	tbd
15:15-15:30	<i>Cocoa Break</i>		
15:30-16:00	<b>Session 13: Translating Plans into Action</b>		
	<ul style="list-style-type: none"> <li>Next Steps (timelines, key contacts, commitments, seed funding)</li> <li>Workshop evaluation</li> <li>Wrap up and conclusions</li> </ul>		
16:00-17:00	<b>Closing Ceremony</b>		