



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

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### SHAW Programme Coordinators meeting

17 to 21 February 2014

Kefa, West Timor, East Indonesia



# IRC

Prepared for

# Simavi





Simavi is an international development organization. In 2020 we want to have fundamentally improved the health of 10 million people. Health is a prerequisite to get out of poverty. Therefore, we work in marginalised communities on water, sanitation and hygiene, and on sexual and reproductive health and rights. But we cannot do this alone. Our strength lies in bringing together communities, businesses and governments - in the countries in which we operate and beyond. For only by sharing knowledge and experience, we can contribute to a sustainable basis for a healthy existence. As such, we are always looking for collaborations that bring us closer to our mission: **basic health for all**.

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This report was written by Erick Baetings, IRC Senior Sanitation Specialist in cooperation with Pam Minnigh. The report was peer reviewed by Martin Keijzer, SHAW Programme Coordinator of Simavi, the Netherlands.

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.

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### 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.ircwash.org/projects/sanitation-hygiene-and-water-project-indonesia>

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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 1<sup>st</sup> SHAW Programme Coordinators meeting of 2014. This meeting was held in Kefa, Timur Tengah Utara, West Timor in East Indonesia from Monday 17 February to Friday 21 February 2014. During the five-day event, a wide range of different SHAW programme related topics were discussed with a specific focus on the following two issues:

1. Realising the SHAW programme targets before the end of 2014; and
2. Ensuring sustainability of programme results (sustained changes in sanitation and hygiene behaviours and practices) so that people will continue to benefit when we are gone.

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. Meetings organised during the past three years have made it clear that to be able to enhance the overall performance, quality and sustainability of the SHAW programme it is paramount to organise frequent meetings to reflect, discuss, exchange, and learn and to enhance cooperation and collaboration among the SHAW partners.

### Monday 17 February 2014

The first day of the Programme Coordinators meeting consisted of recurring agenda topics. During the morning the action plan developed during the previous October 2013 meeting in Sumba 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. Thereafter a large part of the first day was used to present and discuss progress updates of the SHAW partners that covered the period October 2013 to end January 2014.

The remainder of the day was used to cover a range of monitoring related topics. The presentations revealed that up to date some 10% of the target villages have been declared 100% STBM and another 43% of the target villages have gone through the STBM verification process. The December 2013 progress update on the output and outcome indicators revealed that the partners are facing challenges in achieving pillars 2 “hand washing with soap” and pillar 4 “household solid waste management” as these are lagging behind the results achieved for the other pillars. Finally the partners were asked to discuss possible exit strategies in particular in relation to ensuring continued monitoring and follow up activities by the local government stakeholders.

### Tuesday 18 February 2014

Most of the morning was used to discuss the topic of what the partners need to do to achieve their programme targets. The discussion on pillar 4 “household solid waste management” concluded that the SHAW programme would from now onwards follow the verification criteria as set by the MoH since the conditions set by the SHAW programme are in many cases still too difficult to achieve. During the discussion on pillar 2 “hand washing with soap” it became clear that although this is possibly the most difficult behaviour to change, nothing can be done to change the conditions or criteria so that it will be easier to comply with them. The answer here is in developing more effective hygiene promotion messages that go beyond raising awareness and increasing knowledge. During the discussion on how we should organise ourselves it became clear that unless we are going to do something different we are not going to realise our targets which were set at the beginning of the SHAW programme. The ensuing discussions focused on becoming “field smart” and the need to focus and prioritise at different levels and on different issues.

The discussion on the school STBM component revealed that although progress is being made much more needs to be done to realise the programme targets. Thereafter we discussed the need to mainstream STBM activities in regular school programmes and the need to document our experiences and best practices. The final session of the day was used to prepare for the field trip planned for the following day.

### **Wednesday 19 February 2014**

The third day was spent on a field trip, organised by Plan Indonesia. Four teams visited four different villages: Akomi village and Nian village in Kecamatan Miomaffo Tengah; and Lapeom village and Nifunenas village in Kecamatan Insana Barat. All villages are located in Kabupaten Timur Tengah Utara. The teams were also instructed to visit the Camat and Puskesmas in the two Kecamatan. The teams reviewed the visit during the evening.

### **Thursday 20 February 2014**

The first session in the morning was used to present and discuss the review findings of the field visits. As all four villages had been declared 100% STBM the teams were asked to reflect on whether the villages warrant the 100% STBM status and whether the villages are expected to maintain that status in future. The session concluded that in general the impression is that the issue of sustainability appears to be okay in the four villages, but that there are still many “yes, but...” remarks. It is therefore necessary to obtain a better idea of the factors and conditions that are relevant to ensure true sustainability.

The remainder of the day was used to discuss a number of sustainability related topics. This string of topics started with a general introduction on the topic of sustainability followed by two relevant presentations. The afternoon started by interviewing a number of key Kabupaten stakeholders on their role and responsibility in enhancing the likelihood of sustaining the programme results. The rest of the afternoon was spent on introducing the FIETS approach and on developing an exit strategy in the form of a FIETS sustainability framework for the programme. The sustainability framework tries to create clarity on what needs to be in place by the end of 2014 to enhance sustainability.

### **Friday 21 February 2014**

The final day of the meeting started with revisiting and finalising the discussions on STBM pillars 2 and 4. Furthermore more time was devoted to coming up with a definition for sustainability within the context of the SHAW programme (Appendix 4) and to finalise the draft FIETS sustainability framework (Appendix 5). During the morning a couple of short sessions were conducted to inform the partners on a range of programme related developments.

One to one speed dating sessions were conducted in the afternoon. During the same time a parallel session was organised to discuss a number of remaining issues, namely: the Kabupaten STBM declaration process and faecal sludge management practices. 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 6 (English) and Appendix 7 (Bahasa Indonesia).

## Ringkasan

Maksud dan tujuan dari laporan ini adalah menyampaikan catatan dari berbagai bahan rapat dan berbagai pembicaraan selama berlangsungnya SHAW PC-Meeting Pertama tahun 2014. Pertemuan ini diselenggarakan di Kefa, Timor Tengah Utara, dari hari/tanggal Senin 17 Februari sampai dengan Jum'at 21 Februari 2014. Selama lima hari pertemuan, sejumlah bahasan dengan cakupan luas terkait dengan program SHAW dibicarakan, dan dengan sebuah fokus khusus yang terpusat pada dua hal utama berikut ini:

1. Merealisasikan berbagai target program SHAW sebelum akhir tahun 2014; dan
2. Memastikan terjadinya keberlanjutan hasil-hasil dari program yang dilaksanakan (perubahan yang berlanjut dalam hal perilaku dan praktik santiater dan higienitas) sehingga manfaatnya dirasakan masyarakat terus setelah kita menyelesaikan program tersebut.

PC-Meeting yang mempertemukan seluruh mitra SHAW, diprakarsai oleh Martin Keijzer pada tahun 2011, SHAW Program Coordinator untuk Simavi, sebagai sarana untuk memfasilitasi terjadinya saling tukar informasi, pengetahuan dan pengalaman, dan untuk meningkatkan pemahaman dan kerjasama di antara para mitra SHAW. Berbagai pertemuan yang diselenggarakan tiga tahun terakhir telah membuat jelas dan membuktikan bahwa jika diinginkan terjadinya peningkatan kinerja secara keseluruhan maupun kualitas dan keberlanjutan program SHAW, maka menjadi sangat penting untuk sering menyelenggarakan pertemuan untuk berefleksi, mendiskusikan, saling tukar, dan belajar serta meningkatkan kerjasama di antara para mitra SHAW.

### Senin, 17 Februari 2014

Hari pertama PC-Meeting diisi dengan agenda yang secara rutin berulang. Pada pagi hari, dilakukan tinjauan dan pemutakhiran Rencana Aksi yang dibuat pada PC-Meeting sebelumnya di bulan Oktober 2013 di Sumba. Pada bahasan ini terungkap bahwa sebagian besar dari berbagai kesepakatan dan kegiatan yang direncanakan di pertemuan sebelumnya telah ditindaklanjuti dan direalisasikan. Setelah itu, sebagian besar waktu pada hari pertama dimanfaatkan untuk pemaparan dan pembahasan perkembangan mutakhir dari para mitra SHAW yang mencakup kurun waktu Oktober 2013 sampai dengan akhir Januari 2014.

Sisa hari pertama tersebut kemudian dimanfaatkan untuk berbagai bahasan terkait dengan monitoring. Dari paparan yang dilakukan terungkap bahwa menurut informasi terakhir, sekitar 10% dari desa-desa target telah dideklarasikan 100% STBM dan 43% dari desa-desa target telah melewati proses verifikasi STBM. Pemutakhiran indikator *output* dan *outcome* di bulan Desember 2013 memperlihatkan bahwa para mitra menghadapi tantangan dalam upaya untuk mencapai pilar 2 “membasuh tangan dengan sabun” dan pilar 4 “pengelolaan sampah rumah tangga”, karena keduanya tertinggal di belakang dibandingkan dengan berbagai capaian pilar-pilar lain. Akhirnya para mitra diminta membahas kemungkinan siasat purna program (*exit strategy*) yang bisa diterapkan, khususnya dalam kaitannya untuk memastikan keberlanjutan kegiatan monitoring dan langkah tindaklanjutnya oleh para pemangku kepentingan di pemerintahan setempat.

### Selasa, 18 Februari 2014

Sebagian besar waktu di pagi hari dimanfaatkan untuk membicarakan bahasan tentang apa yang perlu dilakukan oleh para mitra untuk mencapai target-target mereka. Pembahasan pilar 4 “pengelolaan sampah rumah tangga” menyimpulkan bahwa segera sejak sekarang dan selanjutnya, program SHAW mengacu pada ketetapan Kemenkes dalam hal kriteria verifikasi, karena syarat yang ditetapkan oleh program SHAW di banyak kasus masih terlalu sulit dicapai. Selama pembahasan pilar 2 “membasuh tangan dengan sabun”, menjadi jelas bahwa walau pun ini barangkali perilaku yang paling sulit dirubah, tidak ada yang bisa dilakukan untuk merubah persyarakatan atau kriteria yang

dimaksudkan untuk lebih memudahkan memenuhinya. Jawaban untuk tantangan ini adalah dalam hal mengembangkan pesan-pesan promosi higienitas yang lebih berdayaguna, dan tidak sebatas kegiatan peningkatan kesadaran dan peningkatan pengetahuan. Selama pembahasan bagaimana kita harus menata diri, menjadi sangat jelas bahwa kita harus melakukan langkah inovatif lain agar dapat merealisasikan target-target yang dicanangkan pada awal program SHAW. Pembahasan-pembahasan yang berlanjut saat itu terpusat pada bagaimana menjadi “pelaku lapangan yang cerdas” dan diperlukannya upaya terfokus dan membuat prioritas-prioritas di setiap tingkatan dan di masing-masing permasalahan.

Pembahasan terkait komponen STBM Sekolah mengungkapkan bahwa walau pun telah terjadi kemajuan, namun masih diperlukan berbagai upaya yang lebih banyak lagi demi mencapai target-target yang dicanangkan dalam program. Setelah itu kita membahas diperlukannya pengarusutamaan kegiatan-kegiatan STBM dalam program berkala sekolah, dan diperlukannya pendokumentasian pengalaman-pengalaman kita dan juga *best practices*-nya. Bagian akhir dari hari ini dipergunakan untuk mempersiapkan kunjungan lapang yang akan dilaksanakan pada hari berikutnya.

### **Rabu, 19 Februari 2014**

Hari ketiga dimanfaatkan untuk melakukan kunjungan lapang yang diatur oleh Plan Indonesia. Empat kelompok mengunjungi empat desa berbeda, yaitu: Akomi dan Nian di Kecamatan Miomafo Tengah, dan Desa Lapeom dan Nifunenas di Kecamatan Insana Barat. Seluruh desa yang dikunjungi terletak di Kabupaten Timor Tengah Utara. Keempat kelompok tersebut juga diminta untuk berkunjung ke Camat dan Puskesmas di dua Kecamatan. Pada sore harinya, keempat kelompok menyusun laporan kunjungan mereka.

### **Kamis 20 Februari 2014**

Sesi pertama di pagi hari dipergunakan untuk pemaparan dan pembahasan berbagai temuan dalam kunjungan lapang. Karena seluruh 4 desa telah dideklarasikan 100% STBM, keempat kelompok diminta untuk merefleksikan kesan mereka apakah desa-desa tersebut benar-benar telah berstatus 100% STBM dan apakah mereka mampu mempertahankan status tersebut di masa mendatang. Dalam pembahasan ini disimpulkan bahwa kesan umum yang timbul adalah bahwa hal terkait keberlanjutan tampaknya tidak terdapat permasalahan di keempat desa tersebut, namun masih terdapat catatan yang disebutkan/dikatakan dengan “Ya, tetapi ...”. Sehingga dengan demikian menjadi penting untuk memperoleh gambaran yang lebih baik terkait faktor dan persyaratan yang relevan untuk benar-benar bisa mendukung keberlanjutan.

Sisa hari itu dipergunakan untuk membahas sejumlah topik terkait dengan keberlanjutan. Pembahasan sederet topik tersebut diawali dengan pengenalan umum tentang topik keberlanjutan, dilanjutkan dengan dua paparan terkait. Pada siang harinya diawali dengan mewawancarai sejumlah pemangku kepentingan kunci di Kabupaten, terkait dengan peran dan tanggungjawab mereka dalam meningkatkan berbagai kemungkinan untuk melestarikan hasil-hasil program ini. Sisa siang harinya dimanfaatkan untuk memperkenalkan pendekatan FIETS dan mengembangkan *exit strategy* dari program ini dengan kerangka acuan keberlanjutan FIETS. Kerangka keberlanjutan ini mencoba memunculkan kejelasan berbagai kebutuhan yang harus ada pada akhir tahun 2014 untuk meningkatkan kadar keberlanjutannya.

### **Jum’at, 21 Februari 2014**

Hari terakhir pertemuan ini diawali dengan meninjau kembali dan menuntaskan pembahasan tentang pilar 2 dan pilar 4 STBM. Selanjutnya, lebih banyak waktu diperuntukkan untuk

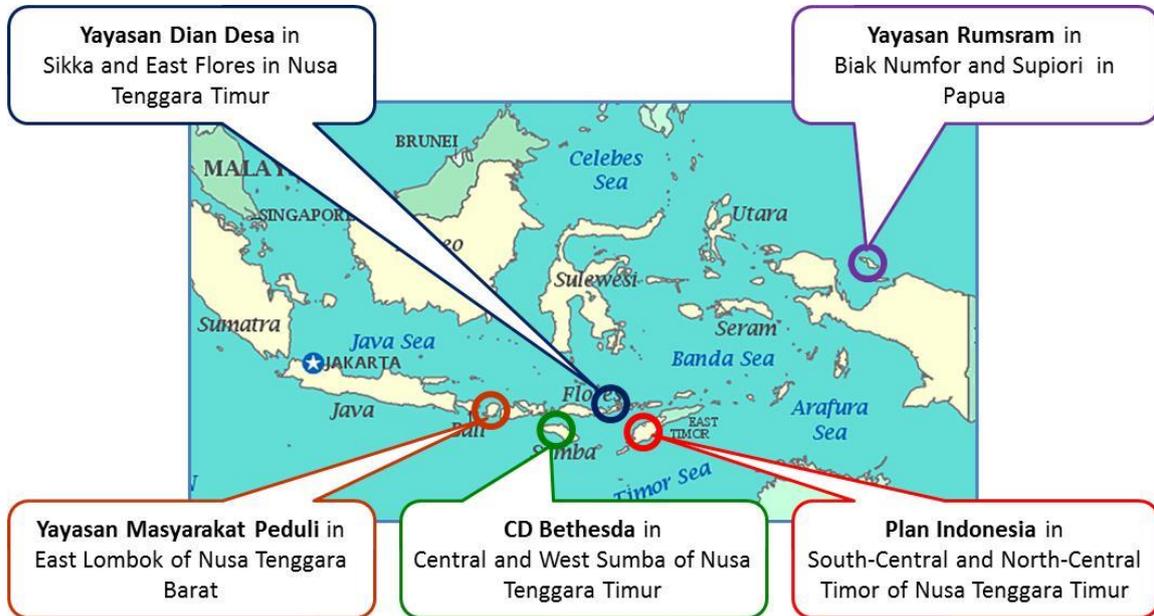
memunculkan pembahasan terkait definisi keberlanjutan dalam konteks program SHAW (Lampiran 4), dan menyelesaikan rancangan (draf) kerangka kerja keberlanjutan FIETS (Lampiran 5). Di bagian pagi hari beberapa sesi pendek dilaksanakan untuk menginformasikan kepada para mitra sejumlah perkembangan terkait dengan program.

Pertemuan tatap-muka satu per satu (*speed dating*) dilaksanakan di siang hari. Pada saat bersamaan secara paralel diselenggarakan pembahasan sejumlah pokok bahasan tersisa, yaitu: proses deklarasi STBM Kabupaten dan praktik pengelolaan lumpur limbah tinja. Bahasan terakhir dari pertemuan lima hari ini adalah menyusun rincian Rencana Aksi untuk mengedepankan seluruh kesepakatan dan berbagai langkah kegiatan terkait dengan berbagai topik yang dibicarakan selama pertemuan berlangsung. Rincian Rencana Aksi dapat diperoleh di Lampiran 6 (Bahasa Inggris) dan Lampiran 7 (Bahasa Indonesia).

# 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).



SHAW programme partner NGOs areas of operation

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 1<sup>st</sup> Programme Coordinators meeting of 2014 held from 17 to 21 February in Kefa, West Timor in East Indonesia.

## 1.2 Objectives and set up of the Kefa meeting

All SHAW partners gather on a regular basis in the so called Programme Coordinators Meeting. This meeting aims to facilitate the exchange of information, knowledge and experiences, and to improve understanding and collaboration amongst the SHAW partners. The five partner organisations take turns in hosting the meeting and organising a field visit, and this meeting was hosted by PLAN Indonesia in Kefa, on the island of Timor. Simavi has appointed IRC to prepare and facilitate the meetings in close cooperation with the SHAW programme staff.

The objectives of this meeting were to:

1. Review and discuss progress of each partner;
2. Discuss a range of programme issues and topics, but with a specific focus on the following two issues:
  - ▶ What needs to be done to achieve the SHAW programme targets by the end of 2014?
  - ▶ What needs to be done to enhance sustainability of the SHAW programme results and achievements?
3. Develop a concrete action plan, with key activities for the period February-June 2014.

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 five-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. Pam Minnigh was 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 Kefa meeting

### 2.1 Monday 17 February 2014

Table 1: Actual programme of day one

	When	What	Who
<b>Morning</b>	09.00-09.45	Opening and welcome	Martin
		Introduction round	Participants
		Objectives and programme for the week	Erick
	09.45-10.00	Progress on action plan 2012-Q3	Pam
	10.20-12.30	Progress updates by partners	Programme Coordinators
		<b>Lunch</b>	
<b>Afternoon</b>	13.30-14.15	Progress updates by partners continued	Programme Coordinators
	14.15-14.30	Energiser	All
	14.30-17.45	Monitoring	Erick

#### Welcome, introductions and programme for the first day

Erick explained that the five-day SHAW Programme Coordinators meeting will focus primarily on the following two key issues:

1. Realise the SHAW programme targets before the end of 2014; and
2. Ensure sustainability of programme results (sustained changes in sanitation and hygiene behaviours and practices) so that people will continue to benefit when we are gone.

Thereafter Erick invited Martin to open the meeting.

Martin opened the meeting by welcoming everybody to the first SHAW Programme Coordinators' meeting of 2014. Martin started by saying that this is indeed the last year of the SHAW programme. We have so far had three and a half intensive years of implementing the programme in which we have learned a lot, for example we have learned to:

- ⇒ Look at programme activities beyond immediate targets or results; meaning ensuring sustainability.
- ⇒ Motivate communities to take up responsibility for their own development, both individually and communally but also by including schools.
- ⇒ Work together as NGO's and to stimulate each other, but also to work constructively with local government agencies.
- ⇒ Deal with the SIMAVI coordination office close to you instead of providing support from a distance as you were used to in the past.

Martin continued by saying that Erick already explained what our focus will be in the final year, but we will also have to describe the activities we have undertaken in the past years to share with others. We will also have to look at an eventual phase 2 but the how and what is still a long way from formulating and finalising. Martin shared the compliments he had received from the Embassy and said that the Embassy is very interested in the work we are doing. Our activities are in line with the policy of the Government of the Netherlands and in particular our focus on sustainability. Martin also explained that it is too early to look back and relax as there is still a lot to do and achieve in the remaining months. Martin mentioned that when he explains the programme to others he says: SHAW is about Quality and Sustainability.

He concluded by saying that Simon is playing an important role in organising and facilitating this meeting, but that we all are important for the success of this meeting. He asked all participants to approach the meeting with an open mind and to participate full heartedly. Terima kasih and let's have a good meeting this week.

After the opening, a quick introduction round was facilitated by Yusmaidy. The participants list is attached as Appendix 2.

As a consequence of the delayed arrival of the Rumsram participants a number of changes were made to the programme of the first day, namely: 1) the monitoring session was brought forward from day two to the afternoon of day one; and 2) the progress update presentation by Rumsram and the discussions on how to achieve the SHAW programme targets by the end of 2014 were rescheduled to the morning of day two. The original five-day meeting programme is given in Appendix 1.

### **Progress on action plan October 2014 PC meeting**

Pam facilitated a quick exercise in which the action plan of the previous October 2013 SHAW Programme Coordinators meeting held in Sumba was reviewed and discussed.

The exercise revealed that, except for the publication of the 2<sup>nd</sup> SHAW newsletter and the proposed follow up on the mapping of faecal sludge management practices, all the agreements and action items of the previous meeting had received adequate follow up. The details of the progress updates on the October 2013 action plan are provided in Appendix 3.

### **Progress updates by partners**

On behalf of the SHAW partners, the following participants presented updates on activities carried out and progress made during the period October 2013 to February 2014 with the help of Microsoft PowerPoint presentations:

- ➔ Simon Heintje for Plan Indonesia
- ➔ Ibu Christina for YDD
- ➔ Ibu Dewi for CD Bethesda
- ➔ Ibu Elena for YMP

After the individual partner presentations time was allocated for elaborations and short question and answer sessions. The presentations are available on the SHAW google drive and the most relevant discussions are summarised below.



#### **Plan Indonesia**

- STBM achievements: A total of 361 villages have been declared 100% STBM by now. Details are provided in the table below.
- STBM at schools: Socialisation of STBM in the schools was carried out by PLAN, PPO and Dinkes in December 2013. Training on STBM school triggering for the 200 schools is taking place during January and February 2014. Plan participated in a workshop to prepare a STBM curriculum and module in Bogor in December 2013. Triggering in all 200 schools in TTS & TTU is expected to be done during March-April 2014.
- Sanitation marketing: In 2014 Plan coordinated with the Department of Community Empowerment and Department of Trading and Industry to legalise the Association of Sanitation

Entrepreneurs from SoE (ASAS). A comparative study was carried out among NGO's about closet production and marketing in TTU.



Pictures included in the Plan Indonesia progress update presentation

- Partnerships: Plan attended and participated in a wide range of events and meetings organised by national, provincial, district and village level partners and stakeholders during the past months.

#### Q&A

- ⇒ Questions on exit strategy were forwarded to Thursday where the issues of sustainability and exit strategies are put on the agenda for the entire day.
- ⇒ Dewi asked what the most important lesson learned was. Simon: working with local stakeholders and making sure that they do not depend on Plan. Work bottom up from village level to Kecamatan level and then up to the Kabupaten level including the district parliament so that they are involved and can approve budgets for continuation of STBM. Maximise the role of the local government partners.



YAYASAN DIAN DESA

Yayasan Dian Desa

- STBM achievements: Programme interventions have started in 361 out of the 410 villages and so far a total of 41 villages have been declared 100% STBM. Details are provided in the table below.
- STBM at schools: 54 schools have been triggered so far and six of them have been declared 100% STBM. Some of the specific problems related to the different pillars were presented. The limited number of school toilets in relation to the large number of students is a big concern. Overall support from local stakeholders is better in Flores Timur.
- Pillar 4: The habit of burning household solid waste is a big obstacle to reaching QIS level 3. Following a study tour to Yogyakarta, YDD is planning to organise training on recycling of solid waste especially for groups in urban areas.
- Innovation and new developments: Training was organized on sanitation marketing and in particular on the production of closets or toilet pans. YDD has been successful in supporting the establishment of sanitation entrepreneurs who are producing and marketing their products. Some issues that will require attention in the coming period: 1) quality of products; 2) strengthening of marketing skills; and 3) encouraging entrepreneurs to base themselves in strategic locations to accelerate coverage.
- Partnerships: YDD continues to strengthen the partnership with Kabupaten stakeholders (Bappeda, Dinkes, Dinas PPO, etc.). Partnership relation with YMP is growing stronger in particular where this concerns the cooperation on building the skills and capacities of artisans and sanitation entrepreneurs in Lombok Timur and Flores.



Pictures included in the YDD progress update presentation

- Replication: Local authorities have started to replicate the STBM at school approach at non-targeted schools: 2 schools in Sikka by sanitarian; and 19 schools in Flotim by UPTD KCD. YDD will provide follow up to assess whether the SHAW approach including monitoring methodology has been applied appropriately.
- Lessons learned: The existence of sanitation entrepreneurs at strategic locations is important to accelerate sanitation coverage. The village categorization (easy, not so easy, and difficult) has lightened the workload of YDD staff and at the same time made the sanitarians/Promkes more active.
- Water supply: Activities are ongoing in three villages. So far Water Management Boards have been established in two villages.
- Other issues and challenges: 1) Conflicts in two Kecamatan in Flotim have delayed progress there. 2) Pillar 2 and in particular slippage requires more attention. 3) Pillar 4 is difficult to achieve due to the habit of burning solid waste. 4) Frequent movements of government staff. 5) Questions about Kabupaten declaration and when this can be done: after all villages have been declared 100% STBM?



### CD Bethesda

- STBM achievements: Work is ongoing in 79 villages in a total of 5 Kecamatan. A total of 17 villages had been declared 100% STBM by early February 2014.
- STBM at schools: TOT was conducted in October 2014 in the two Kabupaten. Training for Puskesmas, school head masters and teachers is planned for February 2014 (25 schools in 2 Kecamatan in Sumba Barat Daya; 15 schools in 2 Kecamatan in Sumba Tengah).
- Pillar 4: The most common habit is to collect and burn solid waste. Organic waste is placed under a big tree and plastic waste is burned. Some people in Kodi Utara are showing interest to make fuel out of the plastic waste.
- Faecal sludge management: Options: lime and ash are thrown in the pit full with human faeces; some 0.5 meter in a 2 meter deep pit. The lime and the ash absorbs the water and odour, with the result that pits can be used up to 10 years. Normal dry pit latrines will be abandoned when the pit fills up. The toilet will have to be moved by digging a new pit. A good alternative is to install Ecosan toilets.
- Innovation and new developments: Ecosan toilets are being installed in desa Waikadada in Sumba Barat Daya.
- Partnerships: CDB continues to expand the number of partners they are collaborating with in the two districts, for example: UNICEF, WHO, DONDEERS Foundation-ACCESS, PAMSIMAS.



Pictures included in the CD Bethesda progress update presentation

- Replication: Sumba Barat Daya: Puskesmas in 8 Kecamatan have committed themselves to trigger and promote STBM in at least two villages per Kecamatan. STBM activities and corresponding budgets (e.g. for monitoring) will be included in their planning. Sumba Tengah: 80 cadres from 16 villages were trained by the Dinkes in October 2013. The approved annual DPA budget for 2013 included some 134 million Rupiah for replicating STBM in two non-SHAW Kecamatan. BOK funds are used for promotion and monitoring in Weeluri, Wairasa, Lendiwacu, and Lawonda.
- Lessons learned: Although the programme is ambitious the approach is successful in empowering local communities, involving government staff, and encouraging cross-sector cooperation.
- Water supply: Activities are undertaken in three intervention areas: (1) Pabocucuwa spring in Desa Maderi, (2) Wahambilur spring in Desa Wangga Waiyengu, and (3) Hattu spring in Desa Weluk Praimemang. Water Boards were formed in five villages.
- Other issues and challenges: 1) Post-election conflict in SBD affected the field work. 2) village declarations had to be delayed because of the election (ban on mass mobilisation) and the inauguration of a new Bupati in early November 2013.

**Q&A:**

- ⇒ Nur: You said that some households have implemented Ecosan toilets. How to convince people to consider these types of toilets. Henny: we started motivating people to opt for Ecosan as these types of toilets require very little water and people can reuse the faecal sludge. Separation of urine and faeces is taking place. Reuse of sludge has not yet taken place. Urine is used by some families for fertilising their crops.



**Yayasan Masyarakat Peduli**

- STBM achievements: Work is ongoing in 37 villages in a total of 7 Kecamatan. Triggering is still to be carried out in 8 remaining villages. To date no villages have been declared 100% STBM.
- STBM at schools: TOT is being organised. Baseline data collection was carried in 117 out of a total of 156 schools.
- Pillar 4: 171 villagers participated in a workshop on solid waste management. An activity is planned to identify the types of household waste in a minimum of 50 households. YMP has built partnerships with SATKER PPLP Province (Environmental Health Development Work Unit), Clean and Garden Department, and Community Bank of Solid Waste Mataram to deal with composting, production of organic and non-organic fertilizer, marketing, and reuse of waste into souvenirs. Furthermore Desa Kilang bought a distillation machine (7.5 million rupiah) to transform plastic waste into fuel.

- Faecal sludge management: Feedback of Yogyakarta ECOSAN training to Dinkes. The main challenge is the view and perception by the villages that urine and faeces is disgusting. This will require continuous socialization of stakeholders and preparation of demonstration plots.
- Innovation and new developments: A lot of work has gone into establishing and supporting sanitation markets. An Association of Sanitation Artisans has been established in the district.
- Partnerships: YMP continues to increase the number of partners it is working with. One such a new initiative is YMP's participation in PAKEM PAMSIMAS (Partnership Committee PAMSIMAS) as four SHAW villages are receiving support from PAMSIMAS during 2014.
- Replication: Puskesmas Desa Dasan Lekong is in the process of submitting a proposal for the use BOK funds for replication "a la YMP" of the STBM approach in 6 villages in Kecamatan Sukamulia. Additionally the Development of Family Welfare Working Group is in the process of submitting a proposal to use their budget (25 million rupiah per year) for replication.
- Lessons learned: Facilitation and follow up activities must be prioritized to party/partner/person who wants to take the initiative and who is self-reliant. The STBM non-subsidy principle must be continuously repeated.
- Water supply: Water supply activities are ongoing in two villages: Jeruk Manis and Sajang. Management Boards are formed and rules and regulations are (being) established.



Pictures included in the YMP progress update presentation

## Energiser

Following the partner presentations an energiser was organised where the different strategies of the female participants were tested against the male participants to win a simple ball game. The female group using a simple but effective strategy won with flying colours.



## Monitoring

This topic originally scheduled for the morning of day two was brought forward. The following three topics were discussed during the afternoon:

- 1) Overviews of villages verified and villages declared 100% STBM
- 2) Progress up to December 2014 including differences between output and outcome data
- 3) How to move forward and beyond SHAW
  - ⇒ Organisation for continued monitoring and follow up beyond December 2014
  - ⇒ System as current Excel based data files are not practical and require too much time and effort to keep them operational

## Number of villages verified and declared 100% STBM by February 2014

Erick showed a number of overviews with details of progress made to date in achieving 100% STBM villages. Up to the beginning of February 2014 some 40% of villages had been declared 100% STBM and if the verified villages are included this figure will go up slightly. This means that some 50% was achieved during the past three years with still some 50% of our targets to be achieved during the remaining nine months of the SHAW programme.

	# of target villages	# of villages where work commenced	# of triggered villages	# of villages verified	# of villages declared STBM
YMP	47	47	35	0	0
CD BETHESDA	79	79	78	0	18
YDD	410	361	361	26	41
PLAN	460	460	460	0	361
RUMSRAM	78	78	78	10	8
<b>TOTALS</b>	<b>1,074</b>	<b>1,025</b>	<b>1,013</b>	<b>36</b>	<b>428</b>
<b>In %</b>	<b>100%</b>	<b>94%</b>	<b>94%</b>	<b>3%</b>	<b>40%</b>

Table 2: SHAW progress up to February 2014

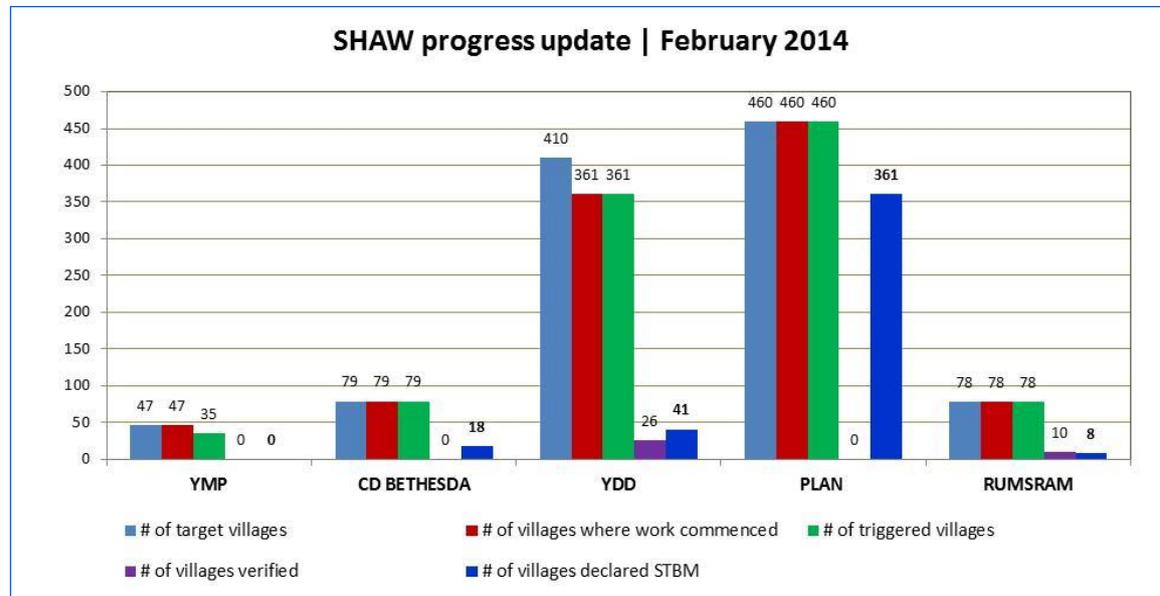


Figure: SHAW progress up to February 2014

Unless we change our tactics it will be extremely difficult to achieve our target of 1,074 villages. Therefore this needs to be discussed in further detail on Tuesday morning to come up with partner specific strategies.

Martin explained that merely reaching our targets is not sufficient if it is not done with quality. Recent studies have revealed huge slippage rates as high as 90%. So this means that our challenge is going to be even tougher: achieving our targets with quality and ensuring that the conditions are in place so that changes can be sustained.

### Progress on the output and outcome indicators up to December 2013

Output and outcome progress up to December 2013 was shared with the help of an overview with the combined results of all the five SHAW partners. Difficulties are faced in particular in achieving pillars 2 “hand washing with soap” and pillar 4 “household solid waste management”. Achievements to date on these pillars are as follows:

- Pillar 2: combined total is 65% but only 33% if results achieved by Plan are ignored.
- Pillar 4: combined total is 58% but only 19% if results achieved by Plan are ignored.

		STBM progress up to end December 2013					
		Combined totals	Rumsram	YDD	YMP	CDB	PLAN
			Biak	Flores	Lombok	Sumba	Timor
<b>Concerns the houses in the desa with access to a toilet</b>		<b>88%</b>	92%	82%	69%	55%	100%
<b>Pillar 1</b>	1.1: Access to sanitary toilet (quality of construction)	<b>87%</b>	91%	80%	43%	34%	100%
	1.2: Maintenance and repairs of the toilet	<b>89%</b>	67%	85%	55%	38%	100%
	1.3: Usage of the toilet (for all houses which use a toilet)	<b>91%</b>	84%	94%	46%	55%	100%
<b>Concerns all the houses in the desa</b>							
<b>Pillar 2</b>	Drinking water treatment and safe storage	<b>65%</b>	36%	36%	29%	23%	98%
<b>Pillar 3</b>	Safe household solid waste disposal (L1)	<b>89%</b>	97%	98%	42%	49%	100%
<b>Pillar 4</b>	Safe household wastewater disposal	<b>58%</b>	15%	26%	10%	8%	97%
<b>Pillar 5</b>	Safe household wastewater disposal	<b>86%</b>	98%	89%	31%	69%	99%

Table 3: SHAW OUTCOME monitoring progress up to end December 2013

What is the reliability of the data? How can it be that Plan has achieved 100% or close to 100%? What are acceptable STBM criteria in West Timor? We need to understand this phenomenon better and share our hygiene promotion approaches and ways of measuring success.

### Group work

This session dealt with the Big M as part of the exit strategy and was used to discuss how to move forward beyond SHAW. Up to end December 2014, we are formally (for the donor) responsible for all SHAW activities. And as part of ensuring that the results of SHAW are maintained, there must be local partners willing and capable to continue our work. Two main issues were to be covered during this session:

- 1) The organisation of the monitoring, facing out, taking over, so that monitoring will continue after 2014
- 2) The monitoring system itself, which system is to be used? At the moment we have our own data files in Excel, but we all know how difficult it is to keep it running. So handing over Excel data files to the local government counterparts is not a long term solution.

Each SHAW partner was asked to discuss the organisation of post-SHAW monitoring and in particular the phase out and or phase over to local partners. The main question the partners had to answer was how they will hand over the responsibilities of monitoring to their local (government) partners so that monitoring and follow up will continue after 2014? For example during the September 2013 TOT on monitoring in Maumere it was discussed that we should start handing over the ‘easy’ villages to

the team STBM Kecamatan. How many villages have been handed over to date? Are there any challenges, for example lack of funds?

## Presentation of group work

### CD Bethesda by Saifful

How to organise?

- ⇒ Village level actors will collect and check the data using the paper forms.
- ⇒ Data is analysed at village level for necessary follow up. Information will be published on the village notice board.
- ⇒ One copy of recap will be forwarded to the Puskesmas or collected by the Sanitarian.
- ⇒ Puskesmas will generate recap at Kecamatan level of all the villages. This will be forwarded to the Dinkes at Kabupaten level. They will also analyse the data.
- ⇒ Recap that goes to Dinkes will be analysed by the Dinkes and then discussed together with Pokja AMPL to develop strategic plans.

Re system: Training is needed for Puskesmas and Dinkes on how to analyse data with a simpler format. Nothing much on what CDB will do in the coming nine months.

Erick reacted by saying that maybe the question was not 100% clear? When I look at the outcome of the discussions it looks exactly the same as the system/structure that is being applied at this moment. It requires some new thinking not just reporting what we are doing at present. How are we going to reach our targets? How are we going to hand over the villages? Who will be in the lead? How much budget is required? Who is going to pay for what? What types of training is required?

### YDD by Rini

How to organise?

- ⇒ To ensure the quality/ ability of the cadres to carry out data collection.
- ⇒ The format of monitoring provides other data which are necessary at village level.
- ⇒ Monitoring is to become a regular activity and a responsibility of village and Kecamatan authorities. This includes the availability of necessary budget allocations (ADD at village level and BOK at Kecamatan level).
- ⇒ Start to hand over responsibilities to local stakeholders.
- ⇒ Build the capacity at Kecamatan and Kabupaten level so that they have the ability to use the data. This includes the provision of appropriate software.

Erick mentioned that there is nothing wrong with the presentation, but sometimes you need to be more specific, more concrete. Remember we have only nine months left. It looks like points 1 to 3 are what we want to achieve. Christina mentioned that they have already done that. Erick asked whether they thought that they had reached 100% quality. Concrete phase out activities should focus on:

- ✓ Gradual but steady **handing-over** of programme responsibilities to local partners
- ✓ **Capacity building** of local partners to enable them to take up these additional responsibilities

But this has to be done smarter. For example: handover to whom and when? Similarly roles and responsibilities need to be clear and detailed. So we need to become more specific tomorrow, for example about the required budgets. Last year June we discussed the allocation of village ADD budgets and the need to have village level regulations (Perdes). Christina mentioned that monitoring is being done and funding is coming from the ADD and from the Puskesmas (BOK).

Ellena said that the situation in Lombok Timur is similar to what Ibu Christina explained. If we (YMP) discuss with our stakeholders, they (the local government) ask YMP to facilitate, but they will prepare a Bupati instruction to make sure that there is funding from BOK, BOS, or ADD. They are discussing now that the village and Puskesmas will be responsible. In this light they (Puskesmas) asked YMP to facilitate a Bupati level meeting so that Dinkes can develop an instruction to get a Bupati regulation. Apparently there is a regulation that 20% of the budget is to be used for generic community development related activities, and it should be clear (stipulated in a Bupati regulation) what % of that is to be allocated for monitoring and follow-up in SHAW areas.

### Plan Indonesia by Mexi

How to organise?

- ⇒ Build capacity of village authorities on the five pillars and their roles and responsibilities in relation to monitoring. Already done in 56 villages. 112 more villages will be trained. It is expected (hoped) that others (Dinkes) will replicate this in the other villages.
- ⇒ Monitoring document (data collection forms) will remain in the village.
- ⇒ Sanitarian will conduct regular inspection visits to the villages.
- ⇒ At Kecamatan level they have regular monthly meetings and villages should supply Puskesmas with the monitoring data.
- ⇒ Sms-based monitoring system developed by MoH with support from WSP is in place in a number of regions. Current system only provides information on pillar 1.
- ⇒ Sustainability road map document has been drafted and this has been shared with the Bupati.

Plan's experiences in organising the recent sustainability workshops and documenting the outcomes in a sustainability road map document will be extremely useful inputs for the Thursday sessions on sustainability.

### YMP by Ibu Nur

How to organise?

- ⇒ Nur explained the current monitoring system which is basically the same as explained by the other SHAW partners.
- ⇒ Concerns expressed by YMP: funding is not structurally allocated and utilised for monitoring by all Kecamatan; capacity may not be sufficient with all the stakeholders.
- ⇒ Together with all stakeholders at all levels we will have a workshop to analyse the roles and capacities of each stakeholder. This is an important step to further develop the capacities of all stakeholders. The Bupati regulation will be discussed as well during the workshop.
- ⇒ Carry out capacity building activities for all stakeholders on the basis of the outcome of the workshop.
- ⇒ Bupati regulations will have to be developed (e.g. policy on funding, on personnel assignments, etc.).

Erick summarised the presentations by saying that different partners have proposed different activities. It will therefore be difficult to come up with one blue print approach to be followed by all because of differences in size and scale. Martin said that he had listened to four presentations but that he did not hear how the villages will pay for the monitoring forms and how they will store the monitoring data. It was mentioned that the funding will depend on the Bupati regulation. Nur explained that in the case of some Kecamatan in Lombok Timur the Puskesmas takes care of duplication and distribution of the monitoring forms by using BOK funds. She questioned whether it could also be done by the villages. It would be good to agree on a Bupati regulation. Martin suggested developing a strategy or a model together on the basis of field experiences.

Erick concluded the session by saying that it would be preferable to come up with a common strategy and thought that it would be doable. It is essential however to agree where we want to be on the 31<sup>st</sup> of December 2014. What do we need to achieve by the end of December 2014? What do we want to leave behind? What needs to be done so that we can leave knowing that our local partners will continue monitoring and providing follow up to the villages that have been declared 100% STBM and where possible replicate the same approach in non-SHAW target villages? This is to be discussed and finalised during the Thursday sustainability sessions.



## 2.2 Tuesday 18 February 2014

**Table 4: Actual programme of day two**

	When	What	Who
<b>Morning</b>	08.30-09.00	Recap of day one	Erick
	09.00-09.30	Monitoring issues	Erick
	09.30-10.00	Progress update by Yayasan Rumsram	Nas
	10.00-12.30	How to achieve our targets	Erick
		<b>Lunch</b>	
<b>Afternoon</b>	13.30-15.00	How to achieve our targets continued	Erick
	15.30-16.30	School sanitation	Erick
	16.45-17.30	Preparation of field trip	Yusmaidy

### Recap and programme of the day

Erick started the day with welcoming the three colleagues from Yayasan Rumsram – who were delayed as they got stranded in Makasar – and by asking them to introduce themselves.

Thereafter Erick gave a quick recap of what was discussed during the first day to inform the new participants and to refresh those who participated on Monday. Thereafter the programme for the second day – and in particular the changes which were made - was presented.

### Additional monitoring issues

Nassarudin from Yayasan Rumsram brought up a few issues related to monitoring which could be dealt with rather quickly. However during the discussions on the school STBM data bases we discovered that access to improved drinking water sources was not included in the school monitoring data files. After a long discussion where we looked at different options it was decided to build a new data base. This meant that the SHAW partners who had already started to use the data files will have to copy and paste their data from the old data files in to the new data files.

### Progress updates by partners continued



**Rumsram**

- STBM achievements: Work is ongoing in 87 villages (Biak: 63 villages, 135 dusun, 22.327 people; Supiori: 15 villages, 32 dusun, 6.819 people). To date a total of 8 villages have been declared 100% STBM.
- STBM at schools: School sanitation component started in 43 schools (28 schools did follow-up on monitoring, 15 schools started with baseline data collection and promotion).
- Innovation and new developments: An Association of Sanitation Entrepreneurs has been formed.
- Partnerships: Cooperation and collaboration continues with a range of partners (e.g. local government departments, Pokja AMPL, RESPEK project, church leaders).
- Replication: Department of Health organized training on STBM in 10 villages in Kecamatan Swandiwe (2013) and in 10 villages in Kecamatan Biak Timur (2014). Department of Community Empowerment organized training on Sanitation Marketing. One Puskesmas allocated BOK funds for promotion, verification and refreshing knowledge of village volunteers.

- Lessons learned: Regular promotion in schools will increase the motivation of the students and teachers to implement STBM. Promotion materials that are being used include games (sanitation snake ladder), brochures, flipcharts, movies, etc.
- Water supply: Water supply activities are ongoing in five priority locations by providing follow-up on detailed survey (e.g. technical design) and preparation of the communities.



Pictures included in the Rumsram progress update presentation

#### Q&A:

- ⇒ Ibu Elena asked what Rumsram had to report about pillar 4. Nas replied by saying that solid waste is the only thing that is not easy in Indonesia. Yes we (Rumsram) have a problem and therefore it is very difficult to achieve level 3. Ishak added by explaining that after the training on Ecosan and solid waste management in November 2013 in Yogyakarta they have not been able to implement all the learning although they are focusing on the three R's (reduce, reuse and recycle).
- ⇒ Dewi referred to Rumsram's problem with regards to subsidies discussed during previous meetings. She asked whether they had been able to make any progress. Ishak replied that subsidy programmes are not initiated at Kabupaten level, these come from the national level. The most important issue is that villagers have access to affordable sanitation products and therefore we started working with local entrepreneurs and promoting low-cost SanMark. PNPM Respek is massaged to buy toilet products directly from the local artisans.

#### How to achieve our targets

Erick gave a general introduction to the session with the use of the OUTCOME data and village level STBM declaration achievements. The information so provided revealed the need to discuss the following three issues:

- 1) STBM Pillar 2
- 2) STBM Pillar 4; and
- 3) Organisation of our work => need to prioritise and focus

#### Discussion on STBM pillar 4: household solid waste management

Erick reminded the participants that pillar 4 scored the lowest of all five pillars in the outcome monitoring overviews. The average combined score for all SHAW partners for pillar 4 was 58% at the end of December 2013. If the Plan Indonesia figures are not considered the average percentage drops to just 19% for the remaining four SHAW partners.

What are the issues / problems / constraints with regards to reaching outcome level 3 for pillar 4? The following is an overview of issues mentioned by the participants:

- Habit; people feel there is nothing wrong with burning their solid waste
- No space to dig a solid waste disposal pit

- People do not separate their solid waste; everything is mixed
- It will require frequent digging of new pits which is cumbersome and not possible everywhere (space, hard or rocky soils, etc.)
- There are no communal waste dumping sites
- Plastic waste is the biggest problem

We had another look at the outcome data and found that:

- ⇒ 50% of the households are burning their solid waste (outcome level 1)
- ⇒ 37% of the households has a pit (outcome levels 2 and 3)

If 58% of the households do not achieve outcome level 3 (SHAW-STBM declaration criteria) it still means that 42% of the households do meet the criteria. Why?

- Local leaders might have played an important role to support the efforts and push wherever necessary.
- Simon Heintje explained that Plan had been encouraging villagers from the beginning to dig pits and separate the household solid waste in organic and non-organic waste. Villagers were advised to use the organic waste for composting purposes. According to Simon Heintje, the amount of non-organic waste is apparently not too much (in rural areas) and it is often used to ignite stoves used for cooking or burned somewhere in the yard.
- Some suggested that non-organic waste is not seen as a problem by government officials. In their perception outcome level 2 is sufficient.

When we had another good look at the MOH STBM verification criteria the following was discovered:

- ⇒ Solid waste is collected and managed (?) (e.g. throw in pit), and thereafter:
  - Reduce and recycle first
  - Burn or bury the remaining waste.

On the basis of the preceding discussions we decided to follow (with some clarifications) the MOH STBM verification criteria. However, we will continue to promote the 'ideal' situation as expressed by outcome level 3, however we may set the benchmark at outcome level 1 or level 2. Key hygiene promotion messages include:

- 1) First of all reduce the amount of solid waste generated by the household as much as possible and then separate the household solid waste in organic and non-organic waste.
- 2) Reuse and or recycle wherever possible.
- 3) The remaining solid waste is collected and gathered in one location, preferably in a pit.
- 4) Benchmark in the short-term: throw non-organic waste in a pit and cover or burn in a designated place (e.g. drum, concrete ring, pit or hole, etc.).
- 5) Ideal in the long-term: burning is not a solution and alternative practices should be encouraged.

After the session Ibu Christina and Ibu Elena volunteered to work on a first draft of the modified STBM verification criteria for pillar 4. We (SHAW) decided not to change the outcome indicator for pillar 4 and continue to monitor progress towards achievement of level 3 even though during verification a lower level might meet the modified verification criteria.

## **Discussion on STBM pillar 2: hand washing with soap at critical times**

Why is it so difficult to achieve level 3?

- Changing habit, especially the times when people have to wash hand (they do it when they are dirty, not at the prescribed critical times)
- Location of hand washing facility

- Water availability
- Price of soap
- Hand washing method, the way that hands are washed (as they always did it the wrong way)

Erick suggested revisiting the monitoring data:

- ⇒ 28% does not have anything, level 0, which means that 72% have a facility!!
- ⇒ 16% (level 1), 24% (level 2), 33% (level 3)
- ⇒ 57%, have a facility with water and soap
- ⇒ Location: in the output indicators we know where the hand washing facilities are located, but in the outcome indicators this is not asked...
  - Many facilities are not close to the toilet or kitchen (somewhere in the yard), so they do not use it.
  - Erick: “I like to disagree, we are not monitoring if people wash their hands or not, but we monitor if the conditions are in place so that they can wash their hands at the right time. This is a big difference! Even among us who go to the toilet here where there is water, many might not wash their hands!”

The graphic used during the TOT about the impact/importance of several WASH related interventions on health (infant mortality rate), revealed that pillar 2 is actually the most important of all 5 pillars. So to improve overall health conditions in the village we have to focus on pillar 2. Erick said: “although I cannot oversee the discussion that will take place this afternoon, I do not see that there are any shortcuts like what was earlier discussed with regards to pillar 4.” Christina agreed “pillar 2 is difficult, but we need to apply it, all criteria need to be fulfilled, if we want to be clean and healthy in the village, we just need to do it.”

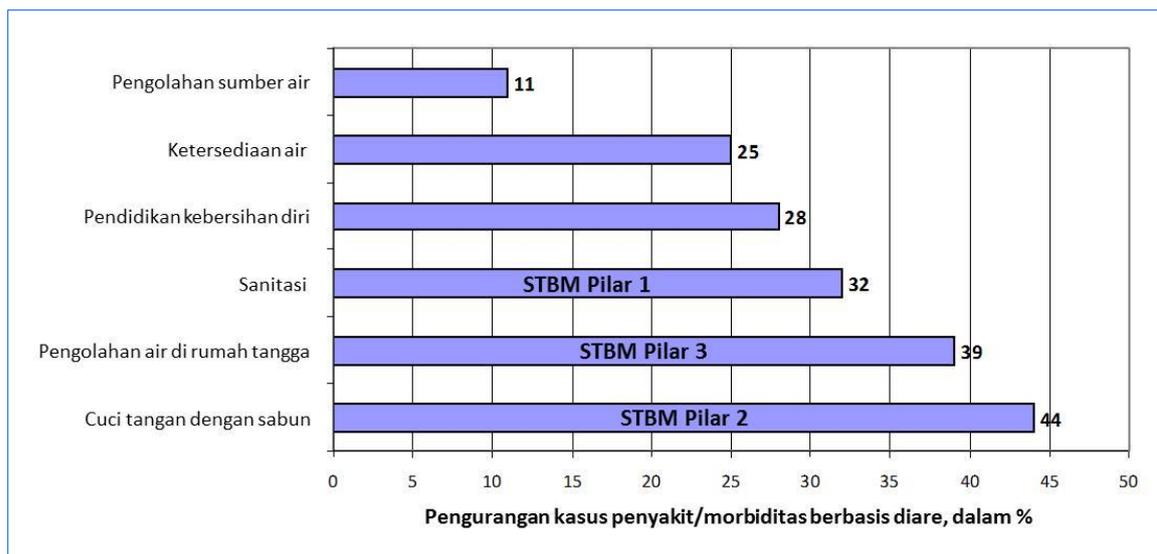


Figure: Reduction in diarrhoeal morbidity in percentage per invention type. Source: Global Hand Washing Day, Planners Guide, Second Edition (2009)

Erick concluded: “after lunch we are going to find some smart key messages and we need to prioritise, focus, we cannot do everything, so we need to be smart and do the things which make the biggest impact.”

This session on STBM pillar 2 was continued after the lunch break.

Erick started by saying that there is not a lot we can do to change the criteria for pillar 2. So can we think of more effective ways to promote pillar 2? The participants were encouraged to think how products are promoted on TV. There are usually only one or two messages, and these are conveyed in such a way that people do remember them. Usually messages are repeated, repeated, and again repeated, so they stick into your head and that you won't forget the message. So we need take these proven approaches into consideration: only one or two messages, short and simple, repeat and repeat, and delivered in a way that people remember you and your message.

The following hand washing with soap related key messages were suggested by the participants:

- Hand washing with soap is the most effective way to stay healthy
- Clean hands, healthy living: tangan bersih, hidup sehat
- For long life wash your hands
- Smart people wash their hands with soap (gender biased, as women are smart)

The actual delivery of the key messages...

- Should go beyond raising awareness and increasing knowledge; even though we are aware, we find it difficult to change habits
- Should convey a strong sense of urgency; we need an immediate response
- Could be done in the same way we TRIGGER communities on pillar 1:
  - If you are a good facilitator, it is well possible that people start digging the next day
  - If it is done poorly, it needs a lot of pushing and pulling for action to take place

What do we need to do differently? What works for HWWS? What are we doing now? 40% of the households have achieved level 3 for pillar 2; so there are things that work!

- ⇒ Christina: Demonstrations – both the wrong way and the good way (comparison), between basin and tippy tap, especially in the schools – has made a difference. Also demonstrate hand washing with and without soap.
- ⇒ Nas: Use sirih pinang/betelnut to demonstrate that the hand is very dirty as it has been used for a lot of things.
- ⇒ Dewi: We use a film that shows that worms are on unwashed hands because of dirt. This is quite shocking to most people.
- ⇒ YMP: We use a poster with a picture that shows good behaviour and with a picture that shows an ambulance/coffin. We then ask them to choose. In the end individuals have to decide, we can only advice!
- ⇒ Erick: we talked to people about the need for washing hand, most of them do not see the relation between health and shit, they think it comes from food or spirits. They do not relate getting sick from dirty hands as often they do not see it. If I go to a doctor, they always ask: do you drink or do you smoke? If I say one package of cigarettes, then the doctor starts to talk about how bad it is. I have noticed that unless you can see it, like a black lung, it is very unlikely that I am going to change my bad habits.

Therefore our messages and the way we deliver them need to be shocking, into the face, and convey the message that unhealthy habits are damaging to your health and that of your children.

Two small teams of volunteers (one team consisting of females volunteers, and the other team consisting of male volunteers) were assigned to come up with an effective approach/method/tool that could be used in the field during hygiene promotion sessions that would create this sense of urgency. The teams were asked to prepare themselves and to carry out a simple hand washing with soap hygiene promotion demonstration on Thursday.

Martin briefly talked about a relevant document<sup>1</sup> developed by UNICEF Malawi, which includes relevant tools, which he promised to share with the partners.

### Discussion on how to organise ourselves

Erick started by saying that although it may be already old news, unless we are going to do something different we are not going to realise our targets which were set at the beginning of the SHAW programme.

We need to become “field smart”. Plan has hardly had any problems, as they have almost realised their targets. We need to focus and prioritise at different levels and on different issues. Remember we still need to declare 600+ villages 100% STBM. Although we need to do hygiene promotion for all 5 pillars, more emphasis may have to be put on pillars 2 and 4, as these are the pillars where we have most of the problems. For example if about 90% of the people already cook their water, then there is no need to spend a lot of time on pillar 3! From the outcome data we already know which village has problems with which pillars.

In general pillar 2 and 4 are more difficult, but this does not mean that other pillars cannot be a problem in certain villages, for example pillar 1 in Sumba. Therefore focus and prioritise hygiene promotion activities on the basis of the outcome data. Also focus on those villages which have the biggest chance of delivering change as this will help us to achieve our goals/be successful. Which villages are we going to pick first?

As already covered during the monitoring TOT we should focus first of all on the “easy” villages as it is expected that we will be most successful in those villages. What does this mean for your field staff?

- 1) Start with mapping the different villages by analysing the outcome data
- 2) Then identify the “easy”, ‘not so easy” and “difficult” villages
- 3) Thereafter adjust your intervention strategy

You need to adjust your intervention strategy according to the specific situation. When encountering difficult villages, it may be better to park these for the time being. However remember you can only do this in close consultation with your partners at Kecamatan level.

A quick inventory was made of the number of villages that still need to be triggered. YMP still needs to trigger 10 villages (planned for April 2014) and YDD still needs to trigger about 30 villages. Erick asked whether it would make sense to trigger those remaining villages. Is it realistic to start the whole process at the end of the programme? Christina explained that YDD had committed themselves to SIMAVI and the local partners. She asked whether there would be any sanctions when they would not do what they had promised. Erick reminded them what they had discussed during the first day: “realising the SHAW targets with quality and sustainably!”

Pam explained that the current problems are primarily a consequence of lack of focus and priorities. If villages are dropped, there might be consequences. Pam therefore suggested exploring this issue further by contacting Martin and discussing the potential consequences in relation to the contracts. Erick reiterated that we are not dropping or excluding any villages at this moment. The suggestion is to park “difficult” villages, and to pick them up again when we have the time and the experience to deal with these villages. With regards to the not-yet-triggered villages of YMP and YDD, we need to sit together with Martin, YDD and YMP, to discuss the specific situation and then decide whether villages are to be parked or excluded.

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<sup>1</sup> Maulit, J.A. (January 2014) Frontiers of CLTS: Innovations and Insights. **How to Trigger for Handwashing with Soap**; UNICEF Malawi; CLTS Knowledge Hub at Institute of Development Studies. Available on: [www.communityledtotalsanitation.org](http://www.communityledtotalsanitation.org)

## School sanitation

Erick facilitated a process to update the progress overview of where we are with the implementation of the school sanitation component. A summary of the progress in implementing the school sanitation component is presented in the following table.

Partners	TOT Dinkes / Dinas PPO	Training of teachers, PTAs, sanitarians & Promkes	School triggering and follow up activities
	<b>Flotim</b> <ul style="list-style-type: none"> <li>Done: July 2013</li> </ul>	<b>Flotim</b> <ul style="list-style-type: none"> <li>Target: 51 + 15 additional schools; all trained by end January 2014</li> </ul>	<b>Flotim</b> <ul style="list-style-type: none"> <li>Triggering done in 27 schools up to mid Feb</li> <li>Expectations: April 2014</li> </ul>
	<b>Sikka</b> <ul style="list-style-type: none"> <li>Done: August 2013</li> </ul>	<b>Sikka</b> <ul style="list-style-type: none"> <li>Target: 45 + 13 schools; 43 schools trained up to end January 2014</li> </ul>	<b>Sikka</b> <ul style="list-style-type: none"> <li>Triggering done in 27 schools up to mid Feb</li> <li>Expectations: March 2014</li> </ul>
	Different approach as TOT was carried out in May 2013. Another TOT is planned for November 2013	<b>Biak Numfor</b> <ul style="list-style-type: none"> <li>Target: 45 schools; 28 trained in May 2013</li> <li>Another training for 32 schools will follow TOT. Cancelled because PPO has reallocated training.</li> </ul>	<b>Biak Numfor</b> <ul style="list-style-type: none"> <li>Hygiene promotion done in 28 schools</li> <li>15 schools only promotion without training</li> <li>2 schools no progress; awaiting baseline</li> </ul>
		<b>Supiori</b> <ul style="list-style-type: none"> <li>Target: 15 schools</li> <li>Not yet trained</li> </ul>	<b>Supiori</b> <ul style="list-style-type: none"> <li>Baseline data collection going on in 15 schools</li> <li>Hygiene promotion going on in 5 schools</li> </ul>
	<b>Sumba Tengah</b> Done at the end October 2013	<b>Sumba Tengah</b> <ul style="list-style-type: none"> <li>Target: 25 schools</li> <li>Training planned for February 2014</li> </ul>	<b>Sumba Tengah</b> <ul style="list-style-type: none"> <li>Triggering is expected to be carried out in all schools in March 2014</li> </ul>
	<b>Sumba Barat Daya</b> Done in mid-November 2013	<b>Sumba Barat Daya</b> <ul style="list-style-type: none"> <li>Target: 15 schools</li> <li>Training planned for end February 2014</li> </ul>	<b>Sumba Barat Daya</b> <ul style="list-style-type: none"> <li>Triggering is expected to be carried out in all schools in March 2014</li> </ul>
	<b>Lombok Timur</b> TOT for Dinkes is planned in March 2014	<b>Lombok Timur</b> <ul style="list-style-type: none"> <li>Target: 117 schools (SD and MI)</li> <li>Training scheduled in March 2014</li> </ul>	<b>Lombok Timur</b> <ul style="list-style-type: none"> <li>Triggering is expected to be carried out in April and May 2014</li> </ul>
	<b>TTU</b> Socialisation workshop conducted in December 2013 TOT conducted in January 2014	<b>TTU</b> <ul style="list-style-type: none"> <li>Target: 100 schools</li> <li>Training completed for all schools in January 2014</li> </ul>	<b>TTU</b> <ul style="list-style-type: none"> <li>Triggering expected to be carried out in March-April 2014</li> </ul>
	<b>TTS</b> Socialisation workshop conducted in December 2013 TOT conducted in January 2014	<b>TTS</b> <ul style="list-style-type: none"> <li>Target: 100 schools</li> <li>Training completed for all schools in January 2014</li> </ul>	<b>TTS</b> <ul style="list-style-type: none"> <li>Triggering expected to be carried out in March-April 2014</li> </ul>

Table 5: Summary overview of school sanitation progress update

Considering the time it took to complete the progress update it was agreed to develop a simple Excel spreadsheet that can be used by the SHAW partners to update progress in the same manner as we update progress on triggering, verification and declaration of the villages. The progress update Excel spreadsheet will be introduced prior to the next SHAW PC meeting.

On a question on the scheduling and timing of monitoring at schools, the SHAW partners were advised that the school monitoring cycle will follow the village-level outcome monitoring frequencies, namely: January to March, April to June, July to September, and October to December.

Galuh initiated a discussion on the experiences by the SHAW partners in implementing the school STBM component and in particular the differences between implementing STBM in villages and at schools. Thereafter Galuh summarised the inputs provided by the partners.

- Mainstreaming is happening as there are a lot of overlaps. For example members of the school committee are often public figures (village leaders) and teachers are part of the schools but often natural leaders in the villages.
- The sanitarian is very much involved in working with the communities and working in the schools.
- STBM is mainstreamed as there are already regulations with regards to model schools. Our strategy could be to use the model school approach when working on STBM at schools. It will also help to allocate budgets as it is part of government policy.
- The school environment is part of the villages as they participate in village level triggering.
- School students are promoting STBM in their own communities.
- Ministry of Education does not cooperate well with the Ministry of Health at district level.
- The school STBM component may be one of the first activities where the Departments of Education and Department of Health are working together.

Martin asked about the experiences with the training modules. Modules are good but the partners may not use all of it. Adaptations were made and a lot of the information is used as background information only. It would be good to have all these adaptations so that we can develop a final version of the training modules that reflects the SHAW approach. The SHAW partners were advised to:

- ⇒ Record adaptations they have made in the school STBM training modules;
- ⇒ Record which annexes have been used and which not; and
- ⇒ Prepare a list of tools they have used (e.g. games, films, songs, etc.) so that these can be included in the modified training modules.

## Preparation of field visit

Simon Heintje from Plan explained the programme for the field visits and provided the participants with all the details. The participants were divided in two times two teams with two teams visiting one Kecamatan where they would meet the Camat and Puskesmas. Thereafter they would split up and each team would then visit one village.

The following key questions were drafted:

### 1) Kecamatan level (Camat and Puskesmas)

- ⇒ How are they going to sustain STBM? Consider the following:
  - STBM mainstreaming in their programmes
  - Budget allocations for STBM
  - Organisation of monitoring and follow up activities
  - Roles and responsibilities (who does what, including frequent staff rotations)

- Motivation of Camat and Team STBM
- STBM regulations
- Relation to Kabupaten level

## 2) Village level

- ⇒ What is the current STBM status? Any evidence of slippage?
- ⇒ How are they going to sustain STBM? Consider the same issues included above for the meetings with Kecamatan stakeholders.
  - Add an issue of whether households are moving up the sanitation ladder.

## Presentation of changes in declaration criteria for pillar 4

Ibu Christina and Ibu Elena jointly presented the result of their work on modifying the declaration criteria for STBM pillar 4 on the basis of the discussions earlier during the day. They came up with:

**Draft declaration criteria for pillar 4: solid waste is collected and put in a pit or burned (Outcome level 1).**

During the ensuing discussion it was agreed that it was too simple. During the morning session we had discussed that waste needs to be separated in organic and non-organic waste, reused as much as possible, and that only the remaining (useless) waste is thrown in a pit or burned in a specific place (e.g. small pit, drum, concrete pipe or ring, etc.). As it took too much time to rephrase the criteria the team was asked to work on it further and report back on Thursday morning.

## 2.3 Wednesday 19 February 2014

Table 6: Actual programme of day three

When		What	Who
Morning and afternoon	07.00-18.00	Field trip in four groups:	All participants
		<ul style="list-style-type: none"> <li>Two groups visiting Kecamatan Miomaffo Tengah and two groups visiting Kecamatan Insana Barat</li> </ul>	
		<b>Dinner</b>	
Evening		Review field trip and prepare presentation	All participants

### Field trip to visit Plan Indonesia SHAW intervention villages

The entire day was spent by the four groups to visit the Kecamatan and villages. Field visit destinations and team compositions are provided in the table below.

KABUPATEN TIMUR TENGAH UTARA			
Kecamatan Miomaffo Tengah		Kecamatan Insana Barat	
Desa Akomi	Desa Nian	Desa Lapeom	Desa Nifunenas
<ul style="list-style-type: none"> <li>Galuh (Simavi)</li> <li>Ishak (Rumsram)</li> <li>Ashar (YMP)</li> <li>Henny (CDB)</li> <li>None (Plan)</li> <li>Mexy (Plan)</li> </ul>	<ul style="list-style-type: none"> <li>Pam (Simavi)</li> <li>Rini (YDD)</li> <li>Dewi (CDB)</li> <li>Mathius (Rumsram)</li> <li>Elena (YMP)</li> <li>Tethy (Plan)</li> </ul>	<ul style="list-style-type: none"> <li>Yusmaidy (Simavi)</li> <li>Ikos (YDD)</li> <li>Ipul (CDB)</li> <li>Nasaruddin (Rumsram)</li> <li>Hasni (Sanitarian Lombok Timur)</li> <li>Simon (Plan)</li> </ul>	<ul style="list-style-type: none"> <li>Martin &amp; Anneke (Simavi)</li> <li>Christine (YDD)</li> <li>Nur (YMP)</li> <li>Faby (Plan)</li> <li>Frans (Plan)</li> </ul>

Table 7: Field visit team compositions and destinations

## 2.4 Thursday 20 February 2014

**Table 8: Actual programme of day four**

	When	What	Who
<b>Morning</b>	08.30-09.00	Programme of the day	Erick
	09.00-10.30	Presentation and discussion on review of field trip	Erick
	11.00-13.00	What is sustainability	Galuh and Martin
		<b>Lunch</b>	
<b>Afternoon</b>	14.00-15.15	Interviews with Kabupaten stakeholders	Programme Coordinators
	15.45-16.15	Introduction to FIETS	Galuh
	16.15-18.15	Introduction to the draft FIETS sustainability framework	Erick

### Programme of the day

Erick explained the changes that to be made to the programme as a consequence of the rescheduling of the interview with Kabupaten officials. The programme of today is all about sustainability.

As the interviews with the Kabupaten stakeholders are going to be conducted by the Programme Coordinators, Erick requested them to sit together for lunch to prepare a list of key questions. The review of the field trip and the discussion on the topic of sustainability were expected to give the Programme Coordinators enough inspiration and ideas for this afternoon.

### Review of field trip

The following two main questions were to be answered during the presentations:

- 1) What is the situation in the four villages? What is the status with regards to STBM?
- 2) Is it sustainable? Will these villages be able to sustain the improvements they have made in sanitation and hygiene behaviours and practices?

#### Group one represented by Mathius: Desa Nian

- Budget available for monitoring in the Kabupaten in 2013 is IND 6 million. No specific budget allocations for STBM at village level although some funds may be available from other budget lines.
- Kecamatan believes that the Pokja AMPL does not have the motivation and capacity to support the programme in the district.

Recommendations:

- It is important for the school committees to get involved and step up as school toilets are not of an acceptable standard.
- STBM should not be a short-term project, make it a movement that is owned by the villagers.
- When you do behaviour change it is actually for the next generation.
- Increase efforts to improve behaviour on hand washing with soap and solid waste management and make sure that the facilities become more durable.
- Trash is still a big problem. The village is not 100% free of trash and no one can differentiate between organic and non-organic waste.
- Innovations necessary for hand washing facilities and alternatives need to be found for soap.
- Outcome monitoring is still a problem for the cadres. They need to be refreshed. No pictograms used in the forms.

- Increase access to good quality toilets with acceptable price and developed by local entrepreneurs. For example train youth to become sanitation entrepreneurs.
- The STBM pillars are still treated separately instead of holistically.

#### **Group two represented by Pak Ishak: Desa Akomi**

- Village had reached relatively high coverage (~70%) before Plan started. ADD budget is available and used to support the STBM programme. An additional budget allocation of IDR 30 million is foreseen for 2015 to support ten poor households to construct a toilet.
- Village was observed as very clean. They have even introduced pillar 6: making safe pathways to the bathrooms.
- Availability of water is a problem in this village so that this is likely to become a problem in the dry season which might affect hand washing with soap practices.
- Questions about durability of some of the hygiene facilities and particularly for hand washing devices. Plan has started promoting alternative hand washing devices. Most villagers use simple pit latrines and do not seem to be interested to move up the sanitation ladder. Also here durability is a concern.
- Solid waste pits were fully flooded during the visit.
- Kecamatan: lack of coordination between Camat and Pokja AMPL.

#### **Group three presented by Ibu Christina: Desa Nifunenas**

- Toilet slabs are not always closed and several pits collapsed.
- It appears that children are not really involved in the STBM changes / movement, for example where it concerns throwing around trash.
- Cemplungs are a problem as pits often collapse. Villagers are now moving to offset pour-flush toilets. The village plans to have 100% leher angsa by 2015. There is also a commitment from the Kecamatan that all toilets should be pour-flush.
- Village wants to be recognised as a good and healthy village. People have felt the benefits and now they have more money to spend on their children's education.
- Sanitation entrepreneur is active in the area selling toilet pans for IDR 50,000.
- Funds available at Kecamatan level. Instruction from Bupati exists.
- Camat role is very strong and important for the success of all the changes and improvements. What will happen when he leaves?

#### **Group four represented by Yus and Ikos: Dsa Lapeom**

- STBM declaration was achieved three months ago.
- Even now behaviour changes are still taking place: every house has at least 2 tippy taps; no garbage found in the village. However, some shit was found in the village. Pools of stagnant water were found during the rainy season.
- Village regulations are being developed. ADD funds will be used for monitoring and to support the poorest households to install toilets.
- School committee will provide IDR 1,000 to each student to buy soap. BOS funds are available for school STBM.

	Villages			
	Nian	Akomi	Nifunenas	Lapeom
STBM declaration date	Nov-2013	Jun-2012	Nov-2013	Nov-2013
Are we happy with the conditions found in the village?				
What is the likelihood that villages will sustain their changes / improvements?	?	Yes, with ...	Yes, but ...	Yes, but ...

Table 9: Overall judgement by the teams on the two sustainability questions

Martin mentioned that villagers often feel the pressure from Government (and maybe SHAW staff) that the MoH considers a cemplung not good enough with insistence on a leher angsar. However, we need to realise that a well-constructed dry toilet is much better than a leher angsa without water. The Ministry of Health is also pushing for pour-flush toilets by bashing the cemplung. Let people decide what is best for them. Do not push them in anyway by saying that a cemplung is not good. Erick explained that a cemplung is fine if it meets all the criteria of outcome indicators 1.1 and 1.2. So the cemplung is not the problem but may be the reasons behind installing a cemplung. For example lack of time, lack of money, lack of ideas about alternative options, etc. As long as cemplung's are seen as a temporary option there is always going to be a problem about durability and sustainability.

Erick concluded the session by saying that in general our impression is that the issue of sustainability appears to be okay in the villages we visited. But there were still many "yes, but..." remarks. Therefore we need to have a better idea of the factors and conditions that are relevant to ensure true sustainability. The rest of the day will be used to discuss the issues which are critical to increase the chances that all the sanitation and hygiene improvements will be sustained.

## Coffee break

After the coffee break Erick gave a quick introduction on the remainder of the morning programme.

## Introduction to sustainability

Ibu Galuh presented the concept of STBM and the draft SHAW definition of sustainability with the help of a PowerPoint presentation. She started by introducing the STBM concept or result chain with its foundation components, the five pillars, the immediate outputs and resulting outcomes. The four 'components' (basically the programme principles) are: 1) behaviour change, 2) increase in sustainable access to sanitation and hygiene facilities, 3) sustainable development results through community management, and 4) institutional support to communities (enabling environment).

- ➔ Output: increased development of sanitation and hygiene through increasing demand and supply.
- ➔ Outcome: decrease in diarrhoea and other sanitation and hygiene related diseases through achievement of total sanitation conditions.

Galuh presented the following generally accepted definition of sustainability<sup>2</sup>:

**A WASH development programme is sustainable "when it is capable of supplying an appropriate level of benefits during an extensive time period after the withdrawal of all forms of support from the external agency".**

<sup>2</sup> Source: Organisation for Economic Cooperation and Development /DAC 1998 in CINARA/ IRC/ WSP, 1997

Thereafter she presented the draft SHAW definition of sustainability. It is basically a broad concept on how we see sustainability in relation to STBM. The participants were asked to discuss the draft by buzzing in pairs. Feedback and inputs for improvements were given by the participants on the draft.

There were lots of valuable input and therefore lots of work to come up with a final definition. Ibu Galuh was asked to incorporate the inputs in the final version of the sustainability definition and to present it on Friday morning.

## Sustainability related presentations

Martin's presentations focused on:

- 1) DGIS sustainability check; and
- 2) ODF sustainability study.

### Re DGIS sustainability check

Around 2005 the policy makers in DGIS responsible for achieving the Millennium Development Goal (MDG) targets discussed the high percentage of failure of water and sanitation infrastructure. Initially the focus in 2005 was on the MDGs for 2015, but later the period after 2015 (post-MDG) was included, better known as the Sustainable Development Goals (SDG).

To enhance the likelihood of post-project sustainability – and thus increasing the effectiveness of Dutch Government support to the sector – a number of obligations were inserted into contracts:

- Half yearly summaries to indicate both progress made in terms of outputs (e.g. people with new access to water and sanitation) and in terms of sustainability.
- At any point in time, spot checks can be carried out to ascertain whether the number of beneficiaries that is stated in the overview still has access to the provided facilities.

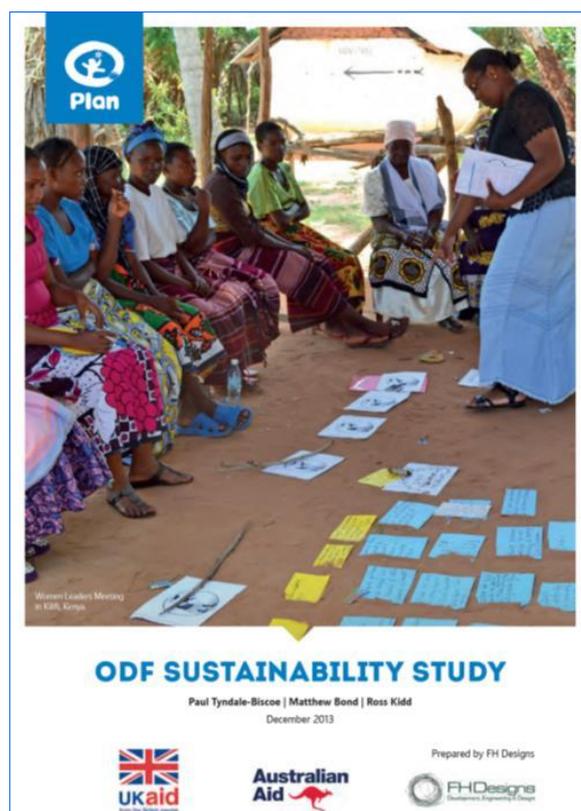
Adjustments and penalties can be made if the objectives have not been achieved. There are two possible courses of action set out as follows:

- *"...the contracting party to take appropriate measures in close consultation with DGIS/DMW. Penalties are imposed if (a) the objective of the programme has not been achieved after it is finished, or (b) the results prove to be so bad during the programme that the objective can no longer reasonably be achieved within the set time. A financial penalty will then be imposed."*
- The penalty will be included in the agreement and could take a variety of forms depending on the nature of the implementing agency and the type of agreement.

Ideas developed in September 2013 indicate a guarantee period: 10 years after the project ends, all the water and sanitation facilities have to be functional and used. In 2013 DGIS commissioned a study with the following findings and recommendations:

- Findings are, among others:
  - The obligations were included as a pilot into contracts with UNICEF, UN Habitat, WSSCC, A4A and Frisian Water Board.
  - Several problems in understanding by the different parties, and over the different countries.
  - Partners had modified their approaches or project design.
- Recommendations:
  - Change the check into a "functionality check" (and leave out service quality, institutional capacity)
  - Continue with improved Sustainability Checks (re-focus to districts, assessment of sustainability)
  - Monitoring of sustainability through strengthened country systems (not project based but integrated into country system)

## Re CLTs sustainability study



Between March 2012 and October 2013, Plan International carried out research<sup>3</sup> on ODF sustainability in their programmes in Africa. This study, carried out on Plan's behalf by FH Designs, was conducted in Ethiopia, Kenya, Sierra Leone and Uganda. The study investigated results in CLTS programmes operated by Plan across the four countries. Data was collected in 4960 households in 116 villages where CLTS had been triggered and communities declared ODF two or more years before the study commenced. Additionally detailed research was carried out in approximately 1,200 HH in 72 villages.

The study sought to answer three questions:

1. What percentage of households had remained ODF?
2. What were the primary causes of households reverting to open defecation (OD)?
3. What motivated people to remain ODF?

Findings of the study include:

- Re-verification: 87% had functioning toilet (slippage 13%)
- Each country had different criteria, but there are common criteria between the 4 countries:
  - A functioning latrine with a superstructure
  - A means of keeping flies away from the pit (either water seal or lid)
  - Absence of excreta in the vicinity of the house
  - Hand washing facilities with water and soap or substitute such as ash
  - Evidence that the latrine and hand washing facilities were being used
- If all the above criteria are applied then the reversion rate increases dramatically.
  - Eight percent of households with a functioning latrine had visible signs of open defecation around the house indicating that OD was practiced at these households and the overall reversion rate was at least 21%.
  - With respect to hand washing facilities and the presence of soap or ash, only 37% and 25% of households respectively complied.
  - Similarly, adding in the presence of a lid, and the presence of a lid over the hole, reduces the ODF rate to 26% and 19% respectively (virtually all latrines in the study were simple pit latrines – only a handful of households had VIP or pour-flush latrines).
  - If all five of these criteria are applied then the overall slippage rate across the study was 92%.
- Main reasons of maintaining ODF as expressed by ODF households and main reasons for going back (slippage) to OD (the following table is copied from page ix of the report)

<sup>3</sup> Tyndale-Biscoe, P., Bond, M. and Kidd, R. (December 2013) ODF Sustainability Study, Available on: <http://www.communityledtotalsanitation.org/resource/odf-sustainability-study-plan>

Maintaining ODF as expressed by ODF households	Going back as expressed by OD households
<b>Motivators</b>	<b>De-motivators</b>
Health (22%) Shame, Disgust, Pride (18%) Privacy, Security (12%) Convenience, Comfort (12%)	Financial constraints (18%) No more support (18%) Inconvenience, Discomfort (14%) Maintenance, Repairs (13%) Share with others (12%)
<b>Enablers</b>	<b>Barriers</b>
Availability of land, Materials, Labour (28%) Technical advice, Knowledge (16%) Local soil & Ground conditions (16%) Affordability (15%) Availability of water (13%)	Availability of land, Materials, Labour (32%) Local soil & Ground conditions (25%) Technical advice, Knowledge (13%) Availability of water (13%) Quality of initial construction (11%)

Table 10: What motivates people to remain ODF as well as primary causes to revert back to OD?

### Interview with Kabupaten stakeholders on sustainability

After lunch the guests, representing a number of Kabupaten level stakeholders, were introduced by Simon Heintje (two officers from Dinkes Kesehatan TTU [Environmental Health Office] and one officer from Dinas PPLK-Public Works). Thereafter the participants introduced themselves to the guests.

Ibu Elena started with welcoming the guests and introducing the topic to be discussed during this session: sustainability and in particular the role of Kabupaten stakeholders to support and sustain the STBM achievements. The interview focused on the following:

- 1) How to avoid slippage
- 2) How to maintain the changes in behaviour



Some of the highlights of the interview and ensuing discussions can be summarised as follows:

- The role of the Pokja is important to ensure collaboration between the different WASH related stakeholders (NGOs, government, communities). The Pokja consists of all relevant departments and although Plan will leave by the end of the year activities will continue to take place by these departments.
- BOK funds are made available for STBM declaration purposes; furthermore APBD funds need to be made available in the Kabupaten. BOK funds are also made available for regular STBM activities by the Puskesmas. However, funds are somewhat limited to monitoring activities at present.

- Sanitarians are to become the ‘spearhead’ (ujung tombak) of STBM and continue activities as part of the regular job. Sustainability depends on the job descriptions of staff of the different departments and STBM is already part of it. Monitoring is part of the Sanitarians job description and there is even an instrument in place: “inspection sanitation”. Except for pillar 2 it is basically the same as the five STBM pillars. We can improve the instrument on the basis of the monitoring tools introduced by Plan.
- An instruction by the Bupati regarding STBM exists. This is not expected to change even if the Bupati might change in future: “STBM should be acknowledged by whoever is there.” The Bupati instruction regulates all players, including the NGOs, but yes talking is easy... Developing and putting in place a Perda on STBM is more difficult. Even when a Perda is in place it does not mean that people will ‘move’ immediately. Regulations will have to go hand in hand with activities to raise awareness on the importance of STBM.
- There is still too much a focus on pillar 1 whereas improvements in hand washing with soap and solid waste management practices are also very important. The schools should be used more as an entry point to change the behaviour and practices of the villages.
- More needs to be done to mainstream STBM in all government programmes. We were told that more time is needed to achieve this but also more information and socialisation on the topic as there are still many people who do not know about STBM. In particular the heads of departments should be exposed more to STBM.

## Introduction to FIETS

Following the afternoon tea break a short film<sup>4</sup> on FIETS was shown to the participants.

An introduction on the FIETS sustainability approach was given by Ibu Galuh with the help of a PPT. The five elements of FIETS should be known to all the partner NGOs as they are included in the SHAW bi-annual reporting format, namely:

- 1) **Financial sustainability** means that continuity in the delivery of products and services related to water, sanitation and hygiene is assured, because the activities are locally financed (e.g. taxes, local fees, local financing) and do not depend on external (foreign) subsidies.
- 2) **Institutional sustainability** in the WASH sector means that WASH systems, institutions, policies and procedures at the local level are functional and meet the demand of users of WASH services. Households and other WASH service users, authorities and service providers at the local and the national level are clear on their own roles, tasks and responsibilities, are capable of fulfilling these roles effectively and are transparent to each other. WASH stakeholders work together in the WASH chain through a multi-stakeholder approach.
- 3) The element of **environmental sustainability** implies placing WASH interventions in the wider context of the natural environment and implementing an approach of integrated and sustainable management of water and waste (-water) flows and resources. WASH interventions connect to and affect the natural environment and hence people’s livelihood.
- 4) **Technological sustainability** of WASH services is reached when the technology or hardware needed for the services continues to function is maintained, repaired and replaced by local people and it is not depleting the (natural) resources on which it depends for its functioning.
- 5) **Social sustainability** refers to ensuring that the appropriate social conditions and prerequisites are realised and sustained so the current and future society is able to create healthy and liveable communities. Social sustainable intervention is demand-driven, inclusive (equity), gender equal, culturally sensitive and needs-based.

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<sup>4</sup> Source: <https://www.youtube.com/playlist?list=PLlPk4TECB9tPuUKpldOxeZQGrCPOxicMz>



Figure: The five FIETS sustainability elements or dimensions: Financial, Institutional, Environmental, Technical and Social

More information on the FIETS approach can be obtained by visiting the website from the Dutch WASH Alliance: <http://www.washalliance.nl/fiets-strategy/>

### Introduction to the draft FIETS sustainability framework developed for SHAW

Erick started the session by quickly revisiting the interview conducted with the three Kabupaten level stakeholders earlier in the afternoon. This is what came out of discussion:

- ▶ Points or issues raised by the officers that were good and relevant and made you smile:
  - There are ideas to develop a specific Perda (Kabupaten level regulation) on STBM
  - A 2025 roadmap exists visioning where the Kabupaten wants to be
  - Dinkes has initiated a process to encourage villages to develop village regulations in the form of a Perdes
  - Budget has been committed to support the STBM activities by utilising the BOK budget
- ▶ Points or issues that disappointed you:
  - We had expected or hoped for more information or thoughts on how to mainstream STBM in the district (plans, budgets, etc.)
  - Apparently it takes a long time to secure budget from the Kabupaten's own budget (APBD)
  - Some confusion was created about monitoring and in particular what formats and tools will be used in future

Thereafter Erick explained the SHAW FIETS sustainability framework focusing on the five FIETS elements and the three different administrative levels (desa or village, kecamatan, kabupaten). What is it that we need to leave behind when we exit at the end of the SHAW programme? What are the issues we need to take into consideration during the last year of the SHAW programme? The issues or conditions that need to be in place will determine the content of our exit strategies.

The five SHAW partners were asked to go through the draft and discuss its contents and merits. Does it include all relevant and important issues? Is it it? Does it include irrelevant issues? Did we forget something? They were advised to try to maintain a healthy balance between the ideal situation and what is realistically possible at this moment.

After some extensive team work, the five partners provided one by one input to improve and correct the text. Considering all the details that needed to be put in this took quite some time. We were only able to complete the section on 'Financial sustainability', and therefore it was agreed to modify the process for the remaining FIETS elements on Friday.

## 2.5 Friday 21 February 2014

**Table 11: Actual programme of day five**

	When	What	Who
<b>Morning</b>	08.30-09.00	Recap of day four and programme of the day	Erick
	09.00-10.00	Unfinished business	Erick
	10.00-10.30	Updates by SHAW Programme Coordinator	Martin
	11.00-11.20	Updates on national development	Yusmaidly
	11.20-11.35	Updates on knowledge management	Pam
	11.35-11.45	Energiser	
	11.45-12.15	Continuation of FIETS exit framework	Erick
	12.15-12.45	School STBM monitoring	Erick
		<b>Lunch</b>	
<b>Afternoon</b>	13.45-16.15	Speed dating sessions with individual partners	Martin and Galuh
	13.45-14.30	Kabupaten declaration	Erick
	14.30-15.00	Action planning	Erick
	15.15-16.15	Faecal sludge management	Erick
	16.15-16.45	Recap of afternoon discussions to Martin	Erick
	16.45-17.15	Evaluation	Erick
	17.15-17.30	Closure	Erick and Martin

### Recap of day four 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. The programme of the last day basically remains as included in the original agenda. In addition a list of unfinished businesses was generated to ensure that nothing remained unfinished:

- 1) Triggering on pillar 2
- 2) Modified verification criteria for pillar 4
- 3) Revised definition of SHAW sustainability
- 4) FIETS exit framework
- 5) Improved school STBM monitoring data files
- 6) Kabupaten declaration
- 7) Faecal sludge management practices
- 8) Speed dating sessions with Martin

### Unfinished business

#### Triggering on STBM pillar 2

Two teams (one all male team and all female team) demonstrated how triggering on pillar 2 could be carried out in the field with the purpose to trigger individuals to wash their hands with soap at critical times. It may be more entertaining than creating the necessary realisation or shock effect among the audience that hand washing with soap is indeed one of the most important hygiene practices.

Key messages that were expressed by the two teams:

- ➔ Male: If you want to live long and look young always let's do hand washing
- ➔ Female: let's save our generation through hand washing



A quick review revealed that we really need to get the message across about of the critical times and particularly when people get in contact with faeces and food.

1. Is what you have done, very different from what you do now?
  - We use a bowl with dirty water, so we say it has to be running water.
  - We also use posters, with eight steps about good hand washing.
2. It looked entertaining, but is it very effective for the ones who listen, is the message there?
  - Yes, it raised the feeling of disgust; it wouldn't work well if we only talk about it, but good if we show it at the same time.
  - For some not so much. It was more about food handling, that it should be wrapped and or covered, than about washing hands.
3. How did it relate to the critical times we are promoting?
  - Only one, before eating was shown during the two plays.
  - The most important times are after visiting the toilet and before eating, so this must be included in the message.

#### **Modified verification criteria for pillar 4**

Ibu Christine presented the modified verification criteria for pillar 4. The sequence of the three R's and the separation of organic and non-organic was changed to put it in a more logical flow.

**Solid waste is managed properly by practising the 3R principle (Reduce, separate non-organic and organic waste, Reuse and or Recycle) before disposing of the remaining waste.**

The disposal of the remaining solid waste can be any of the following: (i) dispose in a compost pit, (ii) dispose in a pit and cover with soil, (iii) dispose by burning in a confined place such as a pit, drum, concrete ring, etc., and (iv) dispose in a communal solid waste management site.

***Sampah padat dikelola dengan benar dengan mempraktekkan prinsip 4M (Mengurangi, Memilah sampah organik dan non-organik dan Menggunakan kembali, dan atau mendaur ulang) sebelum dibuang (residu).***

*Residu sampah dapat dibuang dengan cara sbb.: (i) dibuat kompos, (ii) dibuang di lubang dan ditutup dengan tanah, (iii) dibuang di lubang atau wadah (drum, buis beton, dll) dan dibakar, (iv) dibuang di tempat pembuangan dan pengolahan sampah komunal.*

It was agreed that the outcome indicator for pillar 4 will not be modified. Level 3 is still the desired situation although we have decided to accept a somewhat lower benchmark for STBM verification and declaration. The new verification criteria are now in line with the criteria developed by the MoH.

## Modified definition of SHAW sustainability

Ibu Galuh presented the SHAW sustainability definition she and Yus improved on the basis of all the input of the SHAW partners. More changes were made during the session.

The final SHAW sustainability definition will require a bit more thinking and work and in particular on bullet 4 focusing on the duty bearers others that may support the STBM movement as well as the enabling environment as a whole. The final draft definition which was shared with the partners after the PC meeting is provided in Appendix 4.

## Updates by Martin Keijzer

- 1) **2014 annual plan and budget:** is approved by the EKN on 6 February 2014.
- 2) **Final evaluation:** discussions with EKN are ongoing. EKN has to develop a TOR and select and contract consultants, however they are busy with the visit of the Dutch Minister for Infrastructure and Environment. It is scheduled to take place in May and June 2014. The EKN wants it to be done then so that it can still influence current programme activities and furthermore the final evaluation can also give input in a potential follow up programme. Possible scenarios of a follow up programme were outlined in the 2014 annual plan. The final evaluation will look at what the partners have done in the field (programme implementation and achievements) but also at how you have evolved as an organisation. This is related to objective 3 which includes capacity building of SHAW partners. The SHAW coordination unit is planning to carry out assessments of the SHAW partners on the basis of the 360 degree feedback methodology. Galuh and Martin will contact the SHAW partners shortly to inform them about the assessments.
- 3) **Programme assets:** this was also discussed with EKN. EKN needs a list of all assets purchased with EKN funding by the beginning of October 2014 so that they can decide what to do with them. Linda will contact all the SHAW partners in due time of what is needed with regards to the assets inventory. As already discussed last year (check PC meeting) EKN has made it clear that in 2014 no new assets can be procured by the SHAW partners without their prior approval.
- 4) **Partner's own contributions:** see table from MK. So far the partner contributions have reached 58% by the end of 2013: (budget was €2,055,642, expenditure as at 31 December 2013 is €1,182,549). Rumsram (4%) is a special case which will be dealt with separately. CD Bethesda (46%) and YMP (41%) are behind and need to follow up on this matter and provide explanations to Linda. Martin will share the table with all the partners.
- 5) **Simavi 'basic health for all':** on the 1<sup>st</sup> of March Simavi will have a new logo which is to be used by all of us from that date onwards. Martin will forward the new logo to all the partners. See also the new website of Simavi at <http://en.simavi.nl/>
- 6) Hidde, son of Elbrich born in January 2014.
- 7) **Visit of Simavi Director:** This week the Simavi Director has confirmed her visit to Indonesia. Ariette Brouwer. She will participate in a mission of the Dutch Government and she will also visit Yogyakarta and Lombok Timur from 3 to 7 April 2014. She will be able to meet with three partners (YDD, CD Bethesda and YMP). Thereafter on 8 April she will have final meetings in Jakarta and depart for the Netherlands.

Christine referred to the 2014 annual plan in which the partners had to include different post 2014 scenarios, are we going to talk about this? Will a budget neutral programme extension be possible? Martin replied by saying that the programme is underspending so probably there will be some money left at the end of 2014. Therefore scenario one (continuation with existing funds) is a possibility and EKN has shown interest to continue the SHAW programme particularly because we have been working hard on realising sustainable results. However let's not raise our hopes too much

as of yet. Remember that all embassies got their fund cut drastically. We will first of all require a positive end evaluation and we also need to look for donors willing to fund a possible next phase. In the process each of you will be consulted, and in September we will move faster.

### Update by Yus on national issues

- 1) **Sanitation achievements:** access to sanitation in 2012 was 57.35% and 2015 MDG target is 62.41%. Average rate of increase to access during the period 2009 to 2012 is some 2%. It looks like we are not going to achieve the MDG targets.
- 2) **Reorganisation of STBM secretariat:** in October 2013 all the contract staff were terminated and new staff will be contracted in 2014. This means that there have been no staff during the past three months. So far only a secretary has been hired. There are plans to move the STBM secretariat to the Directorate of Environmental Health and it is expected that its level will be the same as for the Pokja AMPL.
- 3) **Curriculum and modules on STBM:** five STBM curriculum will be in place soon: 1) training for national facilitators, 2) TOT for national facilitators, 3) training for sanitation entrepreneurs, 4) TOT for sanitation entrepreneurs, and 5) training for docents. Four have already been accredited and the fifth is in process.
  - Kurmod Pelatihan Fasilitator STBM Nasional
  - Kurmod TOT Fasilitator STBM Nasional
  - Kurmod Pelatihan Wirausaha Sanitasi
  - Kurmod TOT Wirausaha Sanitasi
- 4) **Planning of STBM secretariat:** February: compose draft for MOH regulations on STBM, create organisational structure for STBM secretariat, and 3) workshop on lessons learned and partner support. March: launch STBM curriculum and modules, workshop to develop module and TOT on STBM monitoring. June/July: national coordination meeting on STBM where each Kabupaten will be invited. December: integration of STBM money system into the national health monitoring system (environmental sanitation). SHAW will participate in the March 2014 workshop to develop the STBM money system.
- 5) **New office of Pokja AMPL Nasional:** address is as follows: PINDAH KE Jl. Lembang No. 35 Menteng, Jakarta, Indonesia 10310 (near WASPOLA). Telephone: +62-21-31904113 / 31902909. Email: [pokja@ampl.or.id](mailto:pokja@ampl.or.id)

### Update by Pam on Knowledge Management

- 1) Important information: I have been absent for a while due to my sickness. In October we already made a plan which needs to be followed up.
- 2) Preparation of documents: the following knowledge products are in process and will need to be finalised during 2014:
  - Partnership for Sustainability, brochure available in English and Indonesian
  - Simavi webpage of SHAW, already in English and under preparation for Indonesian
  - Last quarterly report 2013 will be written in April 2014, and the partners will be asked to provide input by 15 April 2014
  - Newsletter #3 will be finalised in the first week of March, with virtual team, framework will be provided
  - Newsletter #4; planned for the end of March together with the virtual team
  - SHAW experience, brochure, short version; planned for March 2014
  - SHAW experience; working paper, in progress
  - YDD, several short movies; in progress
  - SMART book on STBM, practical book for field practitioners; in progress and will need input from the partners

- 3) More documentation activities are expected to take place during 2014. Partners were asked to organise their photos as these will be required for the different documents.
- 4) Pam will share shortly a schedule for visiting all the SHAW partners. She will visit all partners during the coming five months to collect information and photos, obtain ideas and to work together on the knowledge management activities.

### Continuation of FIETS exit framework

This is a continuation of the discussions started at the end of Thursday. To proceed more efficiently it was decided that the SHAW partners would forward their detailed observations and comments to the Simavi Programme Support Unit in Yogyakarta. This will allow Galuh to improve and finalise the document on the basis of all the details provided by the SHAW partners. As a result the plenary discussion focused primarily on whether the issues included in the five elements were relevant or not. The following table shows the conclusions of the discussions.

FIETS element		Topics	Conclusions
 <b>Finance</b>	1	Recurrent budgets for monitoring and follow up are in place	IN <sup>5</sup> (this means that issue is considered important by all partners)
	2	Households and schools are aware of recurrent costs and have access to sufficient funds	IN
 <b>Institutional</b>	1	Commitment to and application of STBM principles	IN
	2	Roles and responsibilities are clear and embraced	IN
	3	Regulations are in place and enforced	IN, however not necessarily by a Perdes at village level
	4	Key actors have capacity and motivation	IN
	5	Add an issue on coordination and cooperation between the three levels and with other actors	
	6	Add an issue that deals with monitoring systems being in place and applied	
 <b>Environmental</b>	1	Everybody understands the risks associated with poor sanitation	IN
	2	Need to apply appropriate faecal sludge management practices	IN, but this should be one of the new focus areas for SHAW 2. Start with mapping existing practices (in Lombok Timur) as this will be needed when working on a funding proposal
 <b>Technical</b>	1	Facilities remain to be of good quality	IN
	2	Products and services are available	IN, consider quality, accessibility and affordability of products and services
	3	Supply chain actors have sufficient knowledge and can inform customers	IN
	4	Work towards a conducive environment for sanitation businesses	IN

<sup>5</sup> IN: this means that issue is considered important by all partners and therefore included in the sustainability framework.

FIETS element		Topics	Conclusions
 <b>Social</b>	1	All STBM processes are community-based, inclusive and participative in nature so that no one is left out	IN

The final draft version of the SHAW exit strategy – completed by Ibu Galuh on the basis of the input provided by the partners – is provided in Appendix 5.

### School STBM monitoring data files

Erick showed and explained the improved school monitoring data files which 1) allows for a maximum of 50 schools per Kecamatan, 2) allows for more than one school per village, 3) includes information on drinking water sources, and 4) includes a new summary sheet with information across the reporting periods for all the output and outcome indicators.

It was agreed that the data file will first of all be tested by YMP in Lombok Timur. After data entries for one Kecamatan with the biggest number of schools they will return the data file to Erick by 3 March for final checking. The completed data files will thereafter be shared with all the SHAW partners on 7 March 2014.

The regular output and outcome data files for use during 2014 will be shared with the partners on 14 March 2014. Both outcome and output data files will report only on quarterly basis. The monthly output data entry worksheets will therefore be changed into quarterly data entry worksheets.

### Speed dating sessions

Immediately following lunch, Martin Keijzer and Galuh Sotya Wulan had bilateral meetings with three of the five SHAW partners to discuss the July-December 2013 bi-annual progress report prepared by the following organisations:

- 1) YMP
- 2) Yayasan Rumsram
- 3) Plan Indonesia

Similar bilateral discussions are scheduled to take place with Yayasan Dian Desa and CD Bethesda in Yogyakarta in the weeks following the PC meeting.

### Kabupaten declaration

While the speed dating sessions went on Erick facilitated a number of sessions starting with a session on Kabupaten STBM declaration criteria. Ibu Christina explained the issue at stake. Apparently the issue was initiated by the Bupati of Flores Timur who has shown his keen interest to get a STBM declaration for his Kabupaten during 2014. However, due to several reasons among which security reasons, it will not be possible to achieve 100% STBM in all the Kecamatan. Ibu Christina explained that some 20 to 30 villages will not reach that status during 2014. She asked what to do as the Bupati was keen to go for a STBM declaration anyway.

Simon explained that Plan Indonesia is in a similar situation in TTU and TTS. Also there the Bupati's have indicated that they want to go for full-fledged STBM declarations for the two Kabupaten although it is unsure whether all villages will be declared 100% STBM in time.

Erick reminded the participants about the basic principles for STBM declaration:

- ▶ **Villages:** 100% of the households meet the STBM criteria;
- ▶ **Kecamatan:** 100% of the villages (= 100% of the households in the Kecamatan) meet the STBM criteria; and
- ▶ **Kabupaten:** 100% of the Kecamatan (= 100% of the villages and 100% of the households in the Kabupaten) meet the STBM criteria.

It is unfortunate that local security reasons or natural catastrophes can mean that not all Kecamatan and or villages in the Kabupaten can achieve the goal of 100% STBM. But then again it would go against the principles to declare a Kabupaten 100% STBM if that is in actual fact not the case. Ibu Christine was advised to find some sort of compromise with the Bupati where one could agree to go for a 'partial' declaration where you declare for example 17 out of 19 Kecamatan 100% STBM or 90% of the total number of villages in the Kabupaten 100% STBM.

**The partners were advised to find a compromise, but not to opt for 100% STBM declarations when it is not 100% STBM.**

## Action planning

Facilitated by Dewi an action plan was developed for all the decisions taken and action items agreed upon during the five-day PC meeting. The detailed action plan was shared with all the partners immediately following the meeting and is shown in Appendix 6 (English) and Appendix 7 (Bahasa Indonesia).



## Faecal sludge management

Erick started the session by showing a picture of a person emptying a toilet pit manually somewhere in Africa. It is a dangerous job and in particular for the health of the persons involved in this business, and thus we have to talk about it since it happens all over the world.

Most sanitation programs have focused on increasing access in large part due to investments in onsite sanitation systems. However, the management of onsite sanitation remains a neglected component of rural and urban sanitation.

**Result: onsite facilities are becoming major sources of groundwater and surface water pollution, with significant environmental, public health, and economic impacts.**

Currently there are basically only three options when a pit is full:

- 1) Abandon toilet altogether
- 2) Empty pit (manually) and dispose sludge in another pit or directly in the environment (fields, open water bodies, etc.)
- 3) Dig a new pit and build new toilet. This is an option if you have enough space and money as it will require building a new toilet every 2-3 years.

Whatever your choice, as long as we use the toilet for what it was meant, the pit will fill up, thus we need to deal with it!!

#### Key challenges in faecal sludge management (FSM):

- Limited awareness of policymakers on FSM
- Lack of legal and regulatory framework for FSM resulting in informal and unregulated service provision
- Limited performance of existing sanitation technologies
- Limited capacity to design, construct, and operate FSM infrastructure
- Ignorance on potential of faecal sludge for productive use in agriculture and energy sectors
- Limited number of success stories on viable business models for productive reuse

#### Challenges and practices in faecal sludge management in rural areas

- Still relatively problem free, however, due to increasing population density and increasing number of toilets faecal sludge management cannot be ignored much longer
- Limited access to commercial pit emptying services: current business opportunities are uncertain
- Manual pit emptying is most common: by household or manual operators
- Unlined and or dry pits are more difficult to empty: liquid leaches away leaving dense sludge
- Pit emptying is highly seasonal in Asia and the Pacific: more frequent in rainy season

#### Faecal sludge service chain

There are a couple of links directly related to the faecal sludge service chain as shown in the figure below, namely: capture → storage → emptying and transport → treatment → safe disposal or reuse of the faecal sludge.

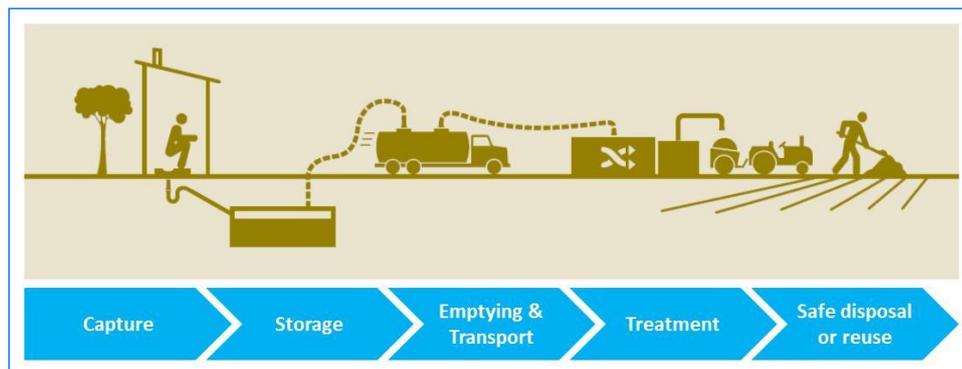


Figure: Faecal sludge service chain

Or in other words:

- 1) Capture and storage: you need to store the faeces safely so that humans and animals cannot get in contact with it and that it does not contaminate the environment;
- 2) Emptying: then you have to remove the faeces from the pit safely;
- 3) Transporting: then you need to transport it/take it away safely;
- 4) Treatment: then you need to treat it to make it safe to handle;
- 5) Safe disposal or reuse: finally you have to dispose it safely or reuse it safely.

But before we can talk about this, we need to know the current practices. Something is happening right now as pits fill up, so what happens now:

- 1) Sumba Barat Daya: move the location of the toilet by digging a new pit, and the old pit is used as a place to plant trees.
- 2) Lombok: there are presently three practices: 1) there is a mobile desludging truck operated by a private company that empties pits and then put the sludge in a pit (make a hole nearby and cover it); 2) people empty the pit manually and then use the sludge directly in the garden; and 3) dig a new pit and the sludge is put in that pit and a tree is planted on it.
- 3) Flores: in villages they dig a new hole/pit, but in urban areas they is hardly any place for a new pit but the district does not have a desludging truck. We do not really know for sure what they do in these areas.
- 4) Biak: not yet experienced as toilets are still new.
- 5) Timor: pit is often emptied by the family itself. In urban areas there is a company providing desludging services.

Faecal sludge management (FSM) options depend on the sanitation technologies, for example:

- 1) Option one: with a direct pit, it will be difficult to get the sludge out (e.g. cemplung). With these types of toilets off-set pits are not possible; so it is the lowest standard. If you have enough space this can be a good option as you will have to move the superstructure every time the pit fills up. This means that you will never get a proper and durable superstructure with bricks, ceramic tiles and so on. It remains a sort of temporary/low standard construction.
- 2) Option two: with an off-set pit, either double or single. As the off-set pits can be emptied the superstructure can stay. As the first of the two pits fills up you can use the other pit and by the time this pit is also full, the first one will be safe to handle.

Some additional considerations:

- Dry pits always require somebody to go in and handle the human excreta manually, as you cannot pull it out/suck it out.
- In urban areas you often see some type of septic tank, if properly constructed it is water tight, and you have sludge which is wet. If the sludge is wet, you can suck it out by using a desludging truck. Probably that truck cannot reach everywhere as in particular urban areas are often crowded/crammed.
- Where do the trucks in Lombok deposit their sludge? No idea, as there is no special faecal sludge disposal place. Drivers of desludging trucks say that there are people who ask for the sludge to be put on their fields.
- Abang explained from own experience that on a Sunday after church he saw trucks stopping near a ravine, and throwing sludge in it. Apparently all trucks from East Jakarta go there to dispose of faecal sludge illegally. There could be as many as 70 6 ton trucks per day!
- Pit emptying might appear to be a difficult job, but the safe transportation, treatment and disposal is an even bigger problem.

Erick explained that we work on pillar 1 for a special reason: to take human excreta out of the environment as it is dangerous for our health. But then we build toilets and we allow trucks to dump shit wherever they like? So toilets may provide convenience but not improved health! What we need to do this year is to consider what should be included in future sanitation and hygiene programme proposals. To be able to do that we need to know the reality and suggest possible solutions, by:

- 1) Mapping existing practices; and
- 2) Identifying possible intervention strategies.

The number one difficult area is Lombok, because of its increasing population density. It might therefore make sense to start investigating the situation in East Lombok. Erick asked whether there are any faecal sludge management regulations in place. This needs to be checked by YMP with the Dinkes of East Lombok.

**Additional information provided by Ibu Ellena on faecal sludge management practices in East Lombok (Email dated: 27 February 2014)**

Hereby I am informing you about FSM practices in Kabupaten Lombok Timur:

1. Some of the domestic sludge accumulated in pits is suctioned out by a desludging truck.
2. The sludge is removed by either private service providers or the authorised local government agency.
3. The sludge suctioned by the private service providers is disposed directly to drains and water bodies such as rivers; 40-60% of domestic sludge is disposed directly into the environment.

About the local government service for sludge: In 1997 IPLT (Instalasi Pengolahan Lumpur Tinja) or sludge disposal site was built by the Dirjen Cipta Karya of the Ministry of Public Works financed by the National Budget or APBN. The sludge is collected in the tank called '*Im Hof Tank*' which serves as a pre-treatment facility. However, this IPLT only lasted 3 years. Some problems have occurred. Unfortunately, I have no information about the damage. The amount of deposited sludge is relatively low since the persons in charge of transferring the sludge to the sludge treatment site refused to carry out the work when the location of the disposal site is more than 15 km away. They argued that the operation costs are too high. For efficiency, they dispose the sludge directly to water bodies.

The local regulation of 11/2010 has regulated the retribution for public services, in particular for sludge suction which is divided into three zones: Rp. 100,000 for 0 – 15 km., Rp. 125,000 for 15 – 25 km. and Rp. 150,000 for any distance of more than 25 km. Special rates are levied on services provided for the local government in Kabupaten and Kecamatan as well as hospitals.

People are interested in sludge removal services. On average two tanks of 2.5 cubic meters are needed, which are equivalent to 5 cubic meters per day of sludge that requires removal. However, only 2 cubic meters per day are removed at present. Presently, IPLT is merely a kind of sludge accommodation without any treatment at all. When it is properly treated and managed, it can result in clean water useful for irrigation and solid sediments for active fertiliser. Therefore, some steps can be taken: (Ide YMP)

1. Carry out CBIA (Community Based Issue Analysis) by finding field facts including the future threats for the people of Lombok Timur.
2. Carry out feasibility studies on faecal sludge management (including treatment). The study is expected to come up with a comprehensive analysis and recommendations for sludge management and treatment.
3. Possible sludge treatment options: 1) Ecosan technology (the faeces are separated from the urine, and taken to a communal area); 2) communal installation of waste water treatment facilities without separating the faeces and urine (it means that both faeces and urine are transported to a communal area for treatment). Option 2 will give two great benefits: the treated water can be used to irrigate water-lacking areas or the fertiliser can be used as soil conditioner. Alternatively the sludge can be used to generate biogas for electricity and cooking.
4. Preparation of the community is therefore important. The preparation will include social and technical aspects. It is necessary to teach the people the technical calculation in the construction for sustainable management.
5. When society is well prepared, they will be aware of the benefits for them. Thus a programme with the name "The Community - Based Sludge Management" can be done and managed well.

## Recap for Martin and Galuh

A quick recap was given to inform Martin and Galuh on the issues that were covered during the three afternoon sessions.

## Evaluation

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

- Maximum two issues on each meta card.
- One meta card for one each of the following three topics:
  - White meta card: what did you learn during the meeting?
  - Orange meta card: which topic was not covered sufficiently?
  - Pink meta card: what is your overall impression of the meeting?

### What did you learn?

- ✓ Strategy towards good quality declaration
- ✓ Exit strategy
- ✓ Sustainability (FIETS) indicators
- ✓ Sharing among partners

### What was not sufficiently covered?

- ✗ Sharing about sanitation marketing
- ✗ Everything related to government budget
- ✗ Support from Kabupaten
- ✗ Sustainability elements
- ✗ Still waiting for STBM school monitoring data files

### General impression

- Happy smiley with special thanks to Plan team
- Activity process running well
- Organisation of meeting is okay
- Happy smiley
- Field visit we can see the enthusiasm Kecamatan and desa
- Good service from Plan

## Closure and final words

### By Erick

Two things before Martin will close the meeting. Firstly, I do not know why, but I had one of my best PC meetings. We finished in time and we were able to complete the entire agenda. We are making progress and as a result we are moving in the right direction. Remember the advice I gave on day two: "we are with only few, and we have only 9 months left, so prioritise and focus. We have now been to all five SHAW implementation areas and the meetings have been hosted by all five partners. We have been treated as special guests by all of you. Secondly, I would like to thank everybody for a great week and in particular our friends from PLAN and even more so special thanks to Marlies.

### By Martin

I would also like to thank Plan for the organisation of the meeting. Simon please pass on our thanks to Marlies. All the things I wanted to say and all the challenges in front of you were already mentioned by Erick. This leaves me with saying that the Embassy is very satisfied with the SHAW programme. They expressed their satisfaction in writing on the basis of the half-yearly progress

report January to June 2013. It is not only EKN, SHAW is approached by many organisations and institutions who are interested to learn more about the programme and its achievements. Let's keep on the right track and let's overwhelm the evaluators.

This will end the meeting. Thanks and have a safe trip home (selamat jalan-jalan) and let's hope those who are returning to Yogyakarta can enter the city safely. Thank you and see you all in June in Jakarta.

**--o-0-o--**

# Appendixes

## Appendix 1: February 2014 SHAW Programme Coordinators meeting schedule

	MONDAY 17 FEB		TUESDAY 18 FEB		WEDNESDAY 19 FEB	THURSDAY 20 FEB		FRIDAY 21 FEB	
MORNING	09.00-09.15	Opening and welcome	08.30-09.00	Recap day one	Field trip organised by Plan Indonesia focusing on sustaining changes post-STBM declaration	08.30-09.30	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: • Results monitoring Oct-Dec 2013 • Status and experiences of school monitoring		09.30-10.30	Introduction to sustainability and FIETS	09.00-10.00	Planning 2014 including reactions KNE
	09.30-10.00	Meeting objectives & programme				10.00-10.30	Other updates by Martin: • E.g. programme evaluation		
	10.30-11.00	Progress action plan Oct 2013 meeting				COFFEE BREAK		COFFEE BREAK	
	11.00-12.30	Presentations and discussions on progress updates by partners	11.00-12.30	Monitoring continued • Post SHAW monitoring (what, who and how including tools)		11.00-12.30	Post SHAW sustainability • Interviews with Pokja representative, Kepala Dinkes and Dinas PPO	11.00-11.45	Other updates by Pam (KM) and Yus (Jakarta)
	LUNCH		LUNCH			LUNCH		11.45-12.30	Creating an overview of 2014 targets
AFTERNOON	13.30-15.00	Continuation of morning programme	13.30-15.00	Mapping of faecal sludge management practices		13.30-15.00	Post SHAW sustainability • Exit strategy	13.30-15.00	Parking space
	COFFEE BREAK		COFFEE BREAK			COFFEE BREAK		COFFEE BREAK	
	15.30-16.00	Mapping of solid waste management practices	15.30-16.30	Progress and experiences in school STBM		15.30-17.00	Post SHAW sustainability • Roles of Kabupaten, Kecamatan and village level stakeholders • Roles of SHAW partners including capacity building tasks	15.30-16.00	Action planning
	16.00-16.30	STBM verification and declaration						16.00-16.30	Present support planning for 2014
	16.30-17.00	Open space	16.30-17.00	Preparations of field trip				16.30-17.00	Evaluation and closure
DINNER		DINNER		DINNER		DINNER			
					Review field trip and prepare presentations for next day A separate group will prepare questions for Kabupaten stakeholder interviews				

## Appendix 2: List of participants February 2014 SHAW PC meeting

	Name		Organisation	Email	Hand phone
1	Dewi Utari		CD Bethesda	<a href="mailto:dewisoemarsono12@gmail.com">dewisoemarsono12@gmail.com</a>	08-11267605
2	Henny Pesik		CD Bethesda	<a href="mailto:henny_pesik@yahoo.co.id">henny_pesik@yahoo.co.id</a>	08-1393163111
3	Saifulloh		CD Bethesda		081225614201
4	Sri Bayu Seloadji		CD Bethesda		
5	Simon Heintje Tulado		Plan	<a href="mailto:Simon.HeintjeTulado@plan-international.org">Simon.HeintjeTulado@plan-international.org</a>	08-5253037534
6	Fransiskus Bou		Plan	<a href="mailto:fbou@plan-international.org">fbou@plan-international.org</a>	081337186502
7	Mexi Nenobais		Plan	<a href="mailto:Mexi.Nenobais@plan-international.org">Mexi.Nenobais@plan-international.org</a>	
8	Agus Haru		Plan	<a href="mailto:Agus.Haru@plan-international.org">Agus.Haru@plan-international.org</a>	
9	Tethy Tafuli		Plan	<a href="mailto:Tethy.Vestu@plan-international.org">Tethy.Vestu@plan-international.org</a>	
10	Ishak Mattarihi		Rumsram	<a href="mailto:kasumasa_biak@yahoo.com">kasumasa_biak@yahoo.com</a>	08-1344013634
11	Nasarudin		Rumsram	<a href="mailto:nasaruddin.rumsram@yahoo.com">nasaruddin.rumsram@yahoo.com</a>	085244383850
12	Matheus Adokor		Rumsram		
13	Susana Helena		YMP	<a href="mailto:e_peduli@yahoo.com">e_peduli@yahoo.com</a>	08-1237213030
14	Noer Sakinah		YMP	<a href="mailto:noer_sakinah@yahoo.co.id">noer_sakinah@yahoo.co.id</a>	08-1237119844
15	Ashar Karateng		YMP	<a href="mailto:akarateng@yahoo.com">akarateng@yahoo.com</a>	08-124219122
16	Christina Aristanti		YDD	<a href="mailto:christina@arecop.org">christina@arecop.org</a>	08-122704055
17	Melchior Kosat		YDD	<a href="mailto:melky_ntt@yahoo.com">melky_ntt@yahoo.com</a>	08-2146196877
18	Rini Open		YDD		
19	Abang Rahino		Simavi	<a href="mailto:abangrahino.simavi@gmail.com">abangrahino.simavi@gmail.com</a>	08-2168532441
20	Galuh Sotya Wulan		Simavi	<a href="mailto:galuh.simavi@gmail.com">galuh.simavi@gmail.com</a>	081229523747
21	Martin Keijzer		Simavi	<a href="mailto:martin.keijzer@simavi.nl">martin.keijzer@simavi.nl</a>	08-112507140
22	Pam Minnigh		Simavi	<a href="mailto:minnigh@cbn.net.id">minnigh@cbn.net.id</a>	08-11381287
23	Yusmaidly		Simavi	<a href="mailto:yusmaidly@ampl.or.id">yusmaidly@ampl.or.id</a>	08-124639219
24	Erick Baetings		IRC	<a href="mailto:baetings@Ircwash.org">baetings@Ircwash.org</a>	
25	Anneke Ooms				08-1229944806

### Appendix 3: Progress update of the October 2013 SHAW Programme Coordinators meeting's Action Plan

	Theme	What	Who	When	Progress update	
					Overall	Details
1	Monitoring	<b>Action items:</b> <ul style="list-style-type: none"> <li>Submit the OUTPUT and OUTCOME monitoring data files for the period July to September 2013</li> <li>Submit 03/2013 3-monthly progress report to Yus as input for the Bappenas report</li> <li>Ensure that all target villages are included in the October- December 2013 OUTPUT and OUTCOME monitoring data files (full coverage)</li> <li>Forward table for updating info (triggering, verification and declaration) on all the SHAW target villages to all partners</li> </ul>	Partners	15 Nov 2013	✓	Prepare one report up to Dec 2013 Yus to inform partners on reporting YDD not complete yet
			Partners	15 Nov 2013	✘	
			All partners except YMP	Dec 2013 (monitoring) 31 Jan 2014 (report)	?	
			Yus	8 Nov 2013	✓	
2	STBM at schools	<b>Decisions:</b> <ul style="list-style-type: none"> <li>✓ School monitoring reporting frequencies follow the same three-monthly reporting frequencies as for regular progress monitoring of STBM villages (Jan-Mar; Apr-Jun; Jul- Sep; and Oct-Dec)</li> </ul>				
		<b>Action items:</b> <ul style="list-style-type: none"> <li>Develop the database for school STBM performance monitoring</li> </ul>	Erick	November 2013	✓	
3	Knowledge management	<b>Action items:</b> <ul style="list-style-type: none"> <li>Complete and forward articles for 2013-02 SHAW Newsletter to Pam</li> <li>Edit and publish 2013-02 SHAW Newsletter</li> </ul>	Plan, YDD & Rumsram	8 Nov 2013	?	Some have forwarded articles
			Pam	End Nov 2013	✘	
4	Water supply	<b>Decisions:</b> <ul style="list-style-type: none"> <li>✓ All partners will put on hold all water supply related implementation with immediate effect</li> <li>✓ A two-week workshop on designing and implementing water supply projects will be organised from 20 to 31 January 2014 by Wouter Jan</li> </ul>				
		<b>Action items:</b> <ul style="list-style-type: none"> <li>Share water supply related instructions with all partners</li> <li>Follow water supply related instruction as shared by Martin Keijzer</li> </ul>	Martin	29 Oct 2013	✓	
			Partners	With immediate effect	✓	

	Theme	What	Who	When	Progress update	
					Overall	Details
5	Other issues	<p><b>Action items:</b></p> <p><b>Annual plan and budget 2014</b></p> <ul style="list-style-type: none"> <li>Developed and submit the 2014 annual plan on the basis of the instructions provided by Martin Keijzer</li> </ul> <p><b>Presentation of progress updates during PC meetings</b></p> <ul style="list-style-type: none"> <li>Use the June 2013 template for progress presentations during upcoming PC meetings</li> </ul> <p><b>Formative research and FOAM</b></p> <ul style="list-style-type: none"> <li>Translate FOAM table with concrete examples of how the table can be used</li> </ul> <p><b>Faecal sludge management</b></p> <ul style="list-style-type: none"> <li>Forward questionnaire to assess current practices with regards to faecal sludge management</li> <li>Return completed faecal sludge management questionnaire to Martin and Erick</li> </ul>	Partners	15 Nov 2013	✓	
			Partners	Next PC meeting	?	Will be tested during first day's progress update presentations
			Galuh	6 Nov 2013		Follow up is provided by Galuh during visits to partners. Document is in progress.
			Erick	8 Nov 2013	✗	On Monday's agenda
			Partners	8 Dec 2013	✗	
6	Next meeting	<p><b>Decisions:</b></p> <ul style="list-style-type: none"> <li>✓ The next meeting will be hosted by Plan Indonesia in Kefa, TTU, West Timor</li> <li>✓ The theme of the next PC meeting is: "learning about sustained change and slippage"</li> <li>✓ Agenda items for next PC meeting include the following issues that remained in the parking lot: <ul style="list-style-type: none"> <li>⇒ STBM verification and declaration</li> <li>⇒ Roles and responsibilities of Kabupaten and Kecamatan level stakeholders with regards to taking over programme responsibilities while phasing out</li> <li>⇒ Post-SHAW monitoring: what and by whom?</li> <li>⇒ Faecal sludge management</li> <li>⇒ Replication with Quality</li> </ul> </li> </ul>	All	10 to 14 February 2014		

## Appendix 4: SHAW Sustainability Definition – final draft dated 3 March 2014

**The SHAW program fosters partnerships and develops capacities at the household, village, sub-district, district, (province and national levels) in order for:**

- Each person applies STBM 5 Pillars as a healthy and clean lifestyle for her/himself, the house, the school and the community at large
- Service providers provide high quality information and services to reinforce STBM 5 Pillars as a healthy and clean lifestyle
- Sanitation marketers respond to demands from the households and individuals regarding sanitation services (installation, operation, maintenance, repairs or replacement including technical advice) by providing products and services that are of high quality, affordable and accessible
- Government, civil society organization, non-government organization and private sectors provide policy, funding, human resource and activities to support individual and community in sustaining behaviour change
- Individual, household and community are able to and have the capacity to access sanitation and hygiene services to support their efforts to achieve STBM 5 Pillars as a healthy and clean lifestyle

**Program SHAW membangun kemitraan dan kapasitas ditingkat rumah tangga, Desa, Kecamatan, Kabupaten, (Propinsi dan Nasional) agar:**

- Setiap orang menerapkan STBM 5 Pilar sebagai kebiasaan hidup bersih dan sehat pada dirinya sendiri, rumah tangga, sekolah dan lingkungan masyarakat
- Pemberi layanan memberikan informasi dan layanan yang berkualitas untuk menerapkan STBM 5 Pilar sebagai bagian dari kebiasaan hidup bersih dan sehat
- Para pelaku pemasaran sanitasi menjawab kebutuhan dari rumah tangga dan individu dalam pelayanan sanitasi (instalasi, operasi, pemeliharaan, perbaikan atau penggantian termasuk pemberi layanan informasi) dengan menyiapkan barang dan jasa sanitasi yang berkualitas, terjangkau dan mudah diperoleh
- Pemerintah, lembaga masyarakat, lembaga non-pemerintah dan pihak swasta memberikan dukungan melalui kebijakan, pendanaan, sumber daya manusia dan aktifitas untuk mempertahankan perubahan perilaku
- Individu, keluarga dan masyarakat dapat dan memiliki kemampuan untuk mengakses layanan sanitasi dan higiene untuk mendukung upaya menerapkan STBM 5 Pilar sebagai kebiasaan hidup bersih dan sehat

## Appendix 5: SHAW Exit Strategy – final draft dated 3 March 2014

FIETS ELEMENTS	WHAT NEEDS TO BE IN PLACE AT WHAT LEVEL		
	DESA	KECAMATAN	KABUPATEN
 <p><b>FINANCE</b></p>	<p>Recurrent budget is in place for monitoring and follow up activities on the basis of annual (development) plans</p> <ul style="list-style-type: none"> <li>• Desa (ADD)</li> <li>• School (BOS)</li> </ul>	<p>Recurrent budget is in place for monitoring and follow up activities on the basis of annual (development) plans</p> <ul style="list-style-type: none"> <li>• Schools (BOS)</li> <li>• Kecamatan (BOK, BOS, APBD)</li> </ul>	<p>Recurrent budget is in place for monitoring and follow up activities on the basis of annual and multi-annual (development) plans (Renstra and RPJP??)</p> <ul style="list-style-type: none"> <li>• Kabupaten (BOK, BOS, APBD)</li> </ul>
	<p>Households and schools are aware that financial resources are needed to cover recurrent costs of operation and maintenance and or replacement or improvements, and they have access to funds and are willing to allocate sufficient funds:</p> <ul style="list-style-type: none"> <li>• Households (family budget, subsidy from ADD, loan)</li> <li>• Schools (BOS and donations)</li> </ul>	<p>Recurrent funds for operation and maintenance and or replacement or improvements of school toilets are available:</p> <ul style="list-style-type: none"> <li>• Kecamatan /Puskesmas (BOK, BOS, APBD)</li> </ul>	<p>Recurrent funds for operation and maintenance and or replacement or improvements of school toilets are available:</p> <ul style="list-style-type: none"> <li>• Kabupaten (BOK, BOS, APBD)</li> </ul>
 <p><b>INSTITUTIONAL</b></p>	<p>STBM related activities are initiated by local authorities and included in village development plans</p>	<p>STBM related activities are initiated by local authorities and included in annual development plans</p>	<p>STBM related activities are initiated by local authorities and included in annual and multi-annual development plans</p>
	<p>Roles and responsibilities of village leaders and Team STBM Desa are clear, understood and embraced. They have the capacity and motivation to carry out their roles and responsibilities effectively with a focus on monitoring, analysis and providing quality follow up activities.</p>	<p>Roles and responsibilities of the Camat and Team STBM Kecamatan are clear, understood and embraced. They have the capacity and motivation to carry out their roles and responsibilities effectively with a focus on monitoring, analysis and providing quality follow up activities.</p>	<p>Roles and responsibilities of Dinkes and Pokja AMPL are clear, understood and embraced. They have the capacity and motivation to carry out their roles and responsibilities effectively with a focus on monitoring, analysis and providing quality follow up activities.</p>

FIETS ELEMENTS	WHAT NEEDS TO BE IN PLACE AT WHAT LEVEL		
	DESA	KECAMATAN	KABUPATEN
	<p>A functioning monitoring system is in place and applied on a regular basis by Team STBM Desa under the guidance and supervision of the village leaders to track progress and to plan necessary follow up activities.</p>	<p>A functioning monitoring system is in place and applied on a regular basis under the overall guidance and supervision of Team STBM Kecamatan to track progress, to plan necessary follow up activities and for reporting to higher levels (district, province and nation levels).</p>	<p>A functioning monitoring system is in place and applied on a regular basis to track progress and to inform decision making for WASH development and regulations.</p>
	<p>Regulations are in place and enforced at different levels:</p> <ul style="list-style-type: none"> <li>• Surat Keputusan Kepala Desa and or Perdes at village level</li> </ul>	<p>Regulations are in place and enforced at different levels:</p> <ul style="list-style-type: none"> <li>• Surat Keputusan Camat at Kecamatan level</li> </ul>	<p>Regulations are in place and enforced at different levels</p> <ul style="list-style-type: none"> <li>• Perda at Kabupaten level or Bupati instruction (faster?)</li> </ul>
	<p>Coordination and cooperation mechanisms exist between village, Kecamatan and Kabupaten level authorities and other relevant stakeholders.</p>	<p>Coordination and cooperation mechanisms exist between village, Kecamatan and Kabupaten level authorities and other relevant stakeholders.</p>	<p>Coordination and cooperation mechanisms exist between village, Kecamatan and Kabupaten level authorities and other relevant stakeholders.</p>
 <p><b>ENVIRONMENT</b></p>	<p>Households understand the risks associated with poor sanitation and hygiene practices, in particular where this concerns unsafe toilet pits (indicator 1.1) and poor solid waste management practices (indicator 4)</p>	<p>Coordination between villages will be done to solve environmental issues which demand larger scale solutions, in particular waste management using central dumping sites and/or waste banks, sludge and waste water management, and others.</p>	<p>Coordination between Kecamatan will be done to solve environmental issues which demand a larger scale solution, in particular waste management using central dumping sites and/or waste banks, sludge and waste water management, a.o.</p>
	<p>Household level faecal sludge management practices are mapped and used for decision making and actions towards environmentally friendly and safely emptying, transportation, treatment and disposal or reuse of human waste.</p>	<p>Faecal sludge management practices in the villages are mapped and used for decision making and actions towards environmentally friendly and safely emptying, transportation, treatment and disposal or reuse of human waste.</p>	<p>Faecal sludge management practices in the villages are mapped and used for decision making and actions towards environmentally friendly and safely emptying, transportation, treatment and disposal or reuse of human waste and to develop and enforce relevant regulations.</p>

FIETS ELEMENTS	WHAT NEEDS TO BE IN PLACE AT WHAT LEVEL		
	DESA	KECAMATAN	KABUPATEN
 <b>TECHNICAL</b>	Existing facilities (e.g. toilets, hand washing facilities, etc.) continue to be of good quality by considering adequate operation and maintenance and or replacement or improvements New facilities have to abide by the STBM criteria.	The Kecamatan STBM team will collect relevant information, innovation, good practices and lessons learned and will disseminate this information to the villages (village authorities, cadres and possibly others).	The Pokja AMPL and or SKPDs will collect relevant information, innovations, good practices and lessons learned and will disseminate this information to the Kecamatan and villages.
	Households have easy access to affordable quality products on the local market for new toilets as well as for recurring repairs and maintenance and or improvements	Affordable quality products are available on the local market and producers and suppliers are able to respond to demand for new toilets as well as for recurring repairs and maintenance and or improvements	Affordable quality products are available on the local market and producers and suppliers are able to respond to demand for new toilets as well as for recurring repairs and maintenance and or improvements
		Producers and suppliers have sufficient knowledge to inform and advise (new) customers	Producers and suppliers have sufficient knowledge to inform and advise (new) customers
			Where necessary district authorities work towards a conducive environment so that small-scale sanitation entrepreneurs can run healthy and viable businesses
 <b>SOCIAL</b>	All STBM village level processes undertaken by the Team STBM desa and or the village authorities are community-based, inclusive (gender, poor, disabled, etc.) and participative in nature so that no one is left out as to avoid slippage.	All STBM processes undertaken by the Team STBM Kecamatan respect the circumstances whereby planning and activities need to be community-based, inclusive (gender, poor, disabled, etc.) and participative in nature so that no one is left out as to avoid slippage.	All STBM processes undertaken by the Pokja AMPL and or the Kabupaten SKPDs respect the circumstances whereby support is provided for planning and activities which are in essence community-based, inclusive (gender, poor, disabled, etc.) and participative in nature so that no one is left out as to avoid slippage.

## Appendix 6: Detailed action plan – February 2014 PC meeting

	Theme	What	Who	When
1	Monitoring	<p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>• New HH level output and outcome monitoring data files and school STBM monitoring data files to be used in 2014 will be forwarded to the SHAW partners</li> <li>• Improved school STBM monitoring data file will be tested by YMP and forward to Erick</li> <li>• Decide on post-SHAW monitoring system in consultation with STBM Secretariat and key stakeholders</li> </ul>	Erick  YMP  Pam, Martin and Erick	14 March  3 March  < next PC meeting
2	STBM at schools	<p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>✓ Improve school STBM training modules on basis of field experiences of partners (how and when will be decided during next PC meeting)</li> </ul>		
3	Knowledge management	<p><b>Action items:</b></p> <p><b>SHAW Newsletter #3</b></p> <ul style="list-style-type: none"> <li>• Email will be send to partners requesting for input</li> <li>• Response with input from partners</li> <li>• Finalise Indonesian and English version of newsletter</li> </ul> <p><b>SHAW Newsletter #4</b></p> <ul style="list-style-type: none"> <li>• Email will be send to partners requesting for input</li> <li>• Response with input from partners</li> <li>• Finalise Indonesian and English version of newsletter</li> </ul>	Pam  Partners Pam  Pam  Partners Pam	28 February  7 March 17 March  4 April  14 April 25 April
4	STBM	<p><b>Action items:</b></p> <p><b>Pillar 2</b></p> <ul style="list-style-type: none"> <li>• Develop triggering and hygiene promotion methodologies and demonstrate some of the new methodologies during the next PC meeting</li> </ul> <p><b>Pillar 4</b></p> <ul style="list-style-type: none"> <li>• Revise STBM verification format with modified pillar 4 criteria</li> </ul>	Partners  Yus	Before next PC meeting  21 February
5	Other issues	<p><b>Action items:</b></p> <p><b>Exit strategy</b></p> <ul style="list-style-type: none"> <li>• Sustainability definition will be finalised on the basis of input from partners</li> <li>• FIETS sustainability framework will be finalised on the basis of input from partners</li> </ul> <p><b>3-Monthly reporting to Bappenas</b></p> <ul style="list-style-type: none"> <li>• Email will be send to partners requesting for input for the 3 monthly report covering Oct-Dec 2013</li> </ul>	Galuh  Galuh  Yus	7 March  7 March  25 February

	Theme	What	Who	When
		<ul style="list-style-type: none"> <li>Partners input</li> <li>Finalise 3-monthly report</li> </ul> <p><b>Visit schedule</b></p> <ul style="list-style-type: none"> <li>Forward draft field visit schedule of Martin, Pam, Galuh and Wouter Jan to consult with partners</li> </ul> <p><b>Programme assets inventory</b></p> <ul style="list-style-type: none"> <li>Partners will be informed about the exact requirements</li> <li>Up-to-date inventory of assets sent to Simavi</li> </ul>	Partners Pam  Martin  Linda Partners	3 March 7 March  7 March  1 May 1 October
		<p><b>Simavi Director visit</b></p> <ul style="list-style-type: none"> <li>Director will visit East Lombok on 3-5 April, Yogyakarta on 7 April and Jakarta on 8 April</li> </ul> <p><b>New Simavi logo</b></p> <ul style="list-style-type: none"> <li>Martin will forward new Simavi logo to all partners</li> <li>Partners will have to use the new Simavi logo as from 1 March</li> </ul> <p><b>Faecal sludge management</b></p> <ul style="list-style-type: none"> <li>Mapping the existing faecal sludge management practices plus identification of the way forward. For discussion next PC meeting</li> </ul>	   Martin Partners  Martin and Erick	   Before end February 1 March  Next PC Meeting
6	Next meeting	<p><b>Decisions:</b></p> <ul style="list-style-type: none"> <li>✓ Next PC meeting will be organised in Jakarta towards the end of June as to accommodate the results of the final evaluation</li> <li>✓ Agenda items: <ul style="list-style-type: none"> <li>⇒ Invite a resource person to explain about the GOI budget system</li> </ul> </li> </ul>	All	End of June

## Appendix 7: Rencana Rencana Aksi – Februari 2014 PC meeting

	Topik/Tema	Apa	Siapa	Bilamana
1	Monitoring	<p><b>Hal-hal yang dilakukan:</b></p> <ul style="list-style-type: none"> <li>• File data monitoring output dan outcome untuk Rumah Tangga dan file data monitoring STBM Sekolah yang dipergunakan pada tahun 2014 akan disampaikan kepada para mitra SHAW</li> <li>• File data monitoring STBM Sekolah yang sudah diperbaiki akan diujicoba oleh YMP dan kemudian disampaikan ke Erick</li> <li>• Memutuskan sistem monitoring pasca-SHAW melalui proses konsultasi dengan Sekretariat STBM dan para pemangku kepentingan kunci</li> </ul>	<p>Erick</p> <p>YMP</p> <p>Pam, Martin dan Erick</p>	<p>14 Maret</p> <p>3 Maret</p> <p>Untuk PC Meeting yang akan datang</p>
2	STBM Sekolah	<p><b>Keputusan:</b></p> <ul style="list-style-type: none"> <li>✓ Memperbaiki modul pelatihan STBM Sekolah dengan berkaca pada berbagai pengalaman para mitra di lapangan (bagaimana dan kapan-nya akan diputuskan dalam PC Meeting mendatang)</li> </ul>		
3	Knowledge management	<p><b>Hal-hal yang dilakukan:</b></p> <p><b>Newsletter SHAW Edisi-3</b></p> <ul style="list-style-type: none"> <li>• Surel yang meminta masukan akan dikirim ke para mitra</li> <li>• Jawaban berupa input dari para mitra</li> <li>• Penyelesaian newsletter dalam versi bahasa Inggris dan Indonesia</li> </ul> <p><b>Newsletter SHAW Edisi 4</b></p> <ul style="list-style-type: none"> <li>• Surel yang meminta masukan akan dikirim ke para mitra</li> <li>• Jawaban berupa input dari para mitra</li> <li>• Penyelesaian newsletter dalam versi bahasa Inggris dan Indonesia</li> </ul>	<p>Pam</p> <p>Para mitra Pam</p> <p>Pam</p> <p>Para mitra Pam</p>	<p>28 Februari</p> <p>7 Maret</p> <p>17 Maret</p> <p>4 April</p> <p>14 April</p> <p>25 April</p>
4	STBM	<p><b>Hal-hal yang dilakukan:</b></p> <p><b>Pilar 2</b></p> <ul style="list-style-type: none"> <li>• Mengembangkan metode pemicuan dan promosi hygiene dan mempragakan beberapa metode tersebut dalam PC Meeting yang akan datang</li> </ul> <p><b>Pilar 4</b></p> <ul style="list-style-type: none"> <li>• Memperbaiki format verifikasi STBM dengan kriteria pilar 4 yang dimodifikasi (d disesuaikan)</li> </ul>	<p>Para mitra</p> <p>Yus</p>	<p>Sebelum PC meeting mendatang</p> <p>21 Februari</p>
5	Hal-hal Lain	<p><b>Hal-hal yang dilakukan:</b></p> <p><b>Exit strategy</b></p> <ul style="list-style-type: none"> <li>• Definisi tentang keberlanjutan akan dituntaskan berdasarkan masukan dari para mitra</li> <li>• Kerangka kerja keberlanjutan FIETS akan dituntaskan berdasarkan masukan dari para mitra</li> </ul>	<p>Galuh</p> <p>Galuh</p>	<p>7 Maret</p> <p>7 Maret</p>

	Topik/Tema	Apa	Siapa	Bilamana
		<p><b>Laporan 3 bulanan ke Bappenas</b></p> <ul style="list-style-type: none"> <li>• Surel yang meminta masukan/informasi untuk laporan tiga bulanan dari periode Okt-Des 2013, akan disampaikan pada para mitra</li> <li>• Masukan dari para mitra</li> <li>• Menuntaskan laporan 3 bulanan</li> </ul> <p><b>Jadual kunjungan</b></p> <ul style="list-style-type: none"> <li>• Menyampaikan usulan dan berkonsultasi pada para mitra terkait jadual kunjungan Martin, Pam, Galuh dan Wouterjan</li> </ul> <p><b>Inventarisasi aset program</b></p> <ul style="list-style-type: none"> <li>• Para mitra akan diberitahu tentang kepastian persyaratan</li> <li>• Daftar inventaris aset yang termutakhir dikirim ke Simavi</li> </ul> <p><b>Kunjungan Direktur Simavi</b></p> <ul style="list-style-type: none"> <li>• Direktur Simavi akan mengunjungi Lombok Timur pada tanggal 3-5 April, Yogyakarta pada tanggal 7 April dan Jakarta 8 April.</li> </ul> <p><b>Logo baru Simavi</b></p> <ul style="list-style-type: none"> <li>• Martin akan mengirim logo baru Simavi ke semua mitra</li> <li>• Sejak 1 Maret para mitra sudah mempergunakan logo baru Simavi</li> </ul> <p><b>Pengelolaan lumpur tinja</b></p> <ul style="list-style-type: none"> <li>• Bagaimana melakukan pemetaan praktik pengelolaan lumpur tinja yang sudah ada saat ini, dan solusi yang mungkin dapat dilakukan kedepannya. Untuk dibahas pada PC Meeting mendatang</li> </ul>	<p>Yus</p> <p>Para mitra Pam</p> <p>Martin</p> <p>Linda</p> <p>Para mitra</p> <p>Martin Para mitra</p> <p>Martin dan Erick</p>	<p>25 Februari</p> <p>3 Maret 7 Maret</p> <p>7 Maret</p> <p>1 Mei</p> <p>1 Oktober</p> <p>Sebelum akhir Februari 1 Maret</p> <p>PC Meeting yang akan datang</p>
6	<b>Pertemuan yang akan datang</b>	<p><b>Keputusan:</b></p> <ul style="list-style-type: none"> <li>✓ PC Meeting mendatang akan diselenggarakan di Jakarta pada sekitar akhir bulan Juni, agar hasil-hasil dari evaluasi akhir bisa diakomodir untuk dibahas dalam agenda pertemuan</li> <li>✓ Butir agenda pertemuan: <ul style="list-style-type: none"> <li>⇒ Mengundang seorang narasumber untuk menjelaskan sistem anggaran pemerintah Indonesia</li> </ul> </li> </ul>	Semua	Akhir bulan Juni