



LILONGWE STC: ToRs OF SPECIALIZED COMMITTEE N°1 MEETING

1. Background

The African Water Association (AfWA) is a continental platform of knowledge management regarding the water, hygiene and sanitation sector, which gathers drinking water production and distribution companies, sanitation service management companies, as well as water sector regulating organizations and sanitation sector related policies in the African countries for knowledge sharing and best practices.

For its operation and the achievement of its objectives, AfWA is composed of bodies that are permanent functional structures, which composition, attributions and operation are set by the Statutes and By-Laws of the organization. The Scientific and Technical Council (STC) is one of these bodies which objective is to study the Managerial, Legal, Financial, Scientific and Technical issues relating to the Water and Sanitation Sector which the stakeholders can be faced with. In that regard, it organizes studies, technical sessions, carries out capacity building programs and seminars in order to propose adequate solutions to the various sector related challenges. In its functioning, AfWA STC is organized into three Specialized Committees (SC) that can include one or several work groups (Task force). These committees are as follows:

- Specialized Committee N°1: Administration and Management,
- Specialized Committee N°2: Technical Management,
- Specialized Committee N°3: Sanitation and Environment and,
- Strategic Committee.

Every year, AfWA organizes two to three STC sessions in partnership with one of the member utilities. For the year 2016, the first AfWA STC session was held from July 25th to 27th 2016 in Luanda, in Angola. The second AfWA STC session has been planned in Lilongwe, Malawi, from November 21st to 25th 2016. These Terms of References will permit to direct the activities of the various committees and work groups.

2. Objectives

On the basis of the assessment of the outlines of the recommendations adopted during the meeting in Luanda, the question during the STC in Lilongwe will be:

- To make the Progress report of the Luanda recommendations
- To implement AfWA's strategy regarding knowledge sharing through the training of the focal points and the development of knowledge products resulting from the STC
- To make a follow-up of scholarship management for Masters students, according to the strategy defined in Luanda
- To reinforce the process of continuous training for the sector's professionals, through Master Class
- To define the future actions to be carried out in order to support the implementation of professional women's local committees



3. Expected Participants and Experts

Participants in the meeting are the members of Specialized Committee N°1, and more specifically, the members of the Task Force Communication and Knowledge Sharing, representatives of the network of Professional Women, and members of the Young Professionals program.

Some representatives of the affiliated members, STC bureau and Executive Office could also take part in the meeting.

4. Summary of the work of Luanda

- 4.1 To reinforce the activities of the Task Force “Communication and Knowledge Sharing”, through the numerical platform and focal points,
 - The list of focal points was supplemented from 14 to 30
 - Profiles of the members of the community of practice and the African expert in charge of the Edition of the knowledge products

- 4.2 To reinforce the capacities of the WASH sector stakeholders in Africa,
 - 18 training topics proposed
 - 5 topics selected for masters class with proposal for a date

- 4.3 To adopt the support strategy for the training of Young Professionals,
 - Adoption of the support document presented by the coordinator
 - Proposal to add an academic in the selection committee of the beneficiaries duly amended
 - Proposal for 7 topics
- 4.4 To evaluate the representativeness of women in the water and sanitation sectors.
 - Drafting of ToRs on the representativeness of women in the WASH sector, ToRs of workshop on leadership and drafting of negotiable projects.
 - Development of a communication plan for the WASH sector women network

5. Expected results

The meeting will provide the following results:

- ToRs for a training workshop of AfWA’s Knowledge Sharing Task Force related focal points
- An updated list of AfWA’s Knowledge Sharing Task Force related focal points
- An outline of a document of plea on the topic of the AfWA Days
- An updated document of the strategy regarding scholarship management for the Masters
- The list of participants in the meeting on the implementation of Malawi National Chapter Young Professionals
- The terms of reference for the effective organization of two master classes for the year 2017 are elaborate. These master classes will derive from the proposals made in Luanda;
- A document of procedure for the implementation of a local committee of the Network of professional women
- A strategy for the implementation of local committees of the Network of Professional Women for the year 2017
- ToRs on the companies’ performances and database



6. Methodology

Presentations/Powerpoint/Group discussions and Reporting

7. Development

Tuesday, November 22 2016

- Introduction by the SC president
- Presentations
 - Management and Knowledge Sharing
 - Master Young Professionals
 - Côte d'Ivoire local committee of the Network of Professional Women
- Discussions - Master Class

Wednesday November 23rd 2016

Work in groups

- Task Force GPC
 - Drafting of training ToRs and updating of the list of focal points
 - Development of an outline of a document of plea on the topic of the AfWA Days

- Meeting of Malawi Young Professionals local committee
- Drafting of the Master class ToRs
- Network of Professional Women
 - Procedure for the implementation of a local committee
 - 2017 strategy for the implementation of local committees
- Drafting of ToRs on companies' performances and database

Thursday, November 24th 2016

- Drafting of the SC report
- Presentation of the summary of work

Abbreviations :

AfWA :	African Water Association
STC :	Scientific and Technical Council
SC :	Specialized Committee
Task Force :	Groupe de travail
ToRs :	Terms of References
EAH/WASH :	Eau, Assainissement et Hygiène/Water, Sanitation and Hygiene
AEPA/DWSS :	Alimentation en Eau Potable et en Assainissement/Drinking Water Supply and Sanitation

Before - Validation/adoption of the document of strategy for the granting of scholarship for Master