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| Minute of Meeting  on Child Protection Policy  July 12-13, 2012 @ Kg Som |

**Participants:**

1. Mr. Kim Rattana, Executive Director of Caritas Cambodia
2. Mr. Nou monarith, Rights Base Approach Manager
3. Mr. Te serey Bonn, CTEH Program Director
4. Mr. El Nimeth, CTEH administrative Manager
5. Ms.Phearum, Youth Program Manager
6. Ms. Tek Sopheak, Gender Manager
7. Mr. Duk Porheng, information Technology
8. Mr. Mr. Ouch Channy, Assistant Head Nurse,CCAMH

**Absent with apologize**

1. Mr.Sim Vibol, CD Program Manager
2. Ms. Grift Bernadeth,Health Program Coordinator, Siem Reap

**Facilitator and minute Taker:** El Nimeth (016 90 48 90)

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| **Agenda** | **Description** | **Action Taken** |
| 1-Welcome all participants | Mr. Kim Rattana, Executive Director of Caritas Cambodia took this opportunity to warmly welcome to all active members of technical working group that has been trying to develop the draft of the Child Protection Policy for implementing in the Caritas Cambodia to promote the rights of children in Cambodia. | -Caritas Cambodia will start implementing this policy in next year. |
| 2-Child Protection Policy | It was reviewed the previous discussed points what had been proposed during second Management Committee Meeting (MC) in Battambang Province. Team continued discussing from content number six through the draft to check spellings, meaning and judicial words to ensure it could be implemented by Caritas Cambodia. Most words and sentences were rewrote through the paragraph because some of them were not so clear and no meaning. The main contents were re-discussed such as Implementing child protection policies and procedures, Behavior guidelines “Code of Conduct” External Communication, Reporting and Reaction Process, Requirements for reporting and reaction process, Reporting and reaction guidelines, confidential, Child protection standards and Annex included Flowchart for reporting suspected abuse, self Declaration form, Report form and Informed consent form. All members had a common understanding and fully agreed all the main points during discussion. | -Covert from Limon to Khmer Unicode by Pich Srey Leak  -will discuss with Layer to ensure it is judicial policy  -Submit to member of MC before final discussion meeting in August.  -Will organize the workshop for Child Protection Policy after final discussion in August. |

