

Minutes of Meeting Lebanon Response Plan Partners' Update Meeting

Meeting Location	Remotely Via Zoom	Meeting Date	11 Oct 2024
Chairperson(s)	Anna Minuto, Senior Emergency Coordinator (UNHCR) Kristin Arthur, Senior Inter-Agency Coordinator (UNHCR) Elena Ferrari, Senior Inter-Agency Coordinator (UNDP) Kasper Engborg, Head of Coordination – Surge (OCHA) Makiha Kimura, Head of Coordination (OCHA) Camilla Jelbart, Senior Response Advisor (RCO)	Meeting Time	10:00 a.m. 12:00 p.m.
Minutes Prepared by	Jana Nasr, Senior Inter-Agency Coordination Assistant (UNHCR)	Meeting Duration	2.00 hrs.
Participants	330+ participants from the Government of Lebanon (GoL), UN Agencies, NGOs, and CSOs.		
Agenda	<ol style="list-style-type: none"> 1. Opening Remarks 2. Flash Appeal and Response Overview 3. Needs Monitoring 4. Partner Reporting <ul style="list-style-type: none"> • Daily Reporting for Emergency • Monthly Regular Activities • Financial Reporting 5. Conflict Sensitivity 6. AoB 7. Closing Remarks 		

1. Opening Remarks

Anna Minuto, Senior Emergency Coordinator (UNHCR)
 Kristin Arthur, Senior Inter-Agency Coordinator (UNHCR)
 Elena Ferrari, Senior Inter-Agency Coordinator (UNDP)
 Kasper Engborg, Head of Coordination – Surge (OCHA)
 Makiha Kimura, Head of Coordination (OCHA)
 Camilla Jelbart, Senior Response Advisor (RCO)

In their opening remarks, the Lebanon Response Plan (LRP) Co-Chairs welcomed the participants, introduced new colleagues, and presented the agenda.

2. Flash Appeal and Response Overview

Kasper Engborg, Head of Coordination – Surge (OCHA)

Kasper Engborg presented the flash appeal and response:

- The Flash Appeal aims to address urgent humanitarian needs resulting from escalating conflicts, which have displaced 609,509 people, injured 9,869, and caused 2,083 fatalities as of 7 October 2024.
- Complementary to the LRP, the Flash Appeal seeks to assist approximately one million people affected by the conflict by addressing urgent needs in areas such as food, basic assistance, shelter, healthcare, water, and municipal services.
- Funds will be directed to humanitarian partners collaborating as part of the Government-led emergency response. Further details on targets and funding are listed on slide 6 [here](#).
- The strategic objectives include providing timely life-saving multi-sectoral assistance to people affected by the escalation of hostilities, promoting the protection of civilians and civilian infrastructure, and supporting the rapid delivery and resumption of essential services in areas affected by the escalation in hostilities.

- Coordination with local authorities and international donors is critical to sustaining this emergency response.
- The Flash Appeal is available [here](#) in Arabic and English.

3. Needs Monitoring

Bernard Chedid, Information Management Officer (OCHA)

Bernard Chedid highlighted the needs monitoring emergency assessments:

- The Needs Monitoring System is being updated continuously to reflect changes on the ground due to conflict escalation.
- Partners are using mobile teams and community-based assessments to track needs, particularly for displaced populations.
- Access to conflict zones remains a critical issue for accurate monitoring. Humanitarian workers face obstacles due to road blockages and security risks, which impact the consistency and frequency of data collection.
- Assessments related to the emergency are listed [here](#).
- The Emergency Rapid Needs Assessment (ERNA) dashboard is accessible [here](#) using the following credentials: **Username:** LBN_view **Password:** LBNview321
- The Site Monitoring Tool (managed by IOM) can be accessed [here](#).
- The Displacement Impact Rapid Needs Assessment (outside collective shelters) focuses on access to essential services and primary needs.

Nicola Mendes, Country Coordinator (REACH)

Nicola Mendes provided an overview of the Displacement Impact and Rapid Needs Assessment (DIRNA), particularly with regards to access to essential services outside collective shelters and primary needs:

- The general objective of DIRNA is to generate a comprehensive cadastral snapshots of the impact of the ongoing conflict on access to essential services and to identify the priority needs of Internally Displaced Persons (IDPs) and host community in areas of arrival outside of collective sites.
- The specific objectives of DIRNA are to assess the availability and access to basic services, such as shelter, essential goods, water, health services, education, electricity, and internet, while identifying barriers limiting access for both displaced households and host communities, as well as to understand the priority needs across critical sectors ensuring individuals seeking collective shelters receive immediate assistance and documenting reasons for refusal to improve future responses.
- The coverage will focus on both host and displaced populations outside of the government collective sites including hosted, renting, and self-settled individuals from all population groups in areas of arrivals. The identification of the target cadasters will be from the DTM and the self-settled sites tracker.
- The DIRNA Core Group, consisting of UNHCR, WFP, UNICEF, UNOCHA, WHO, was formed on 6 October 2024. The group will be meeting weekly and continuously coordinating with partners for data sharing, validation, and reporting.
- The timeline of DIRNA is available on slide 14 [here](#).

4. Partner Reporting

Daily Reporting for Emergency

Raffi Kouzoujian, Assistant Information Management Officer (UNHCR)

Raffi Kouzoujian presented four emergency tools:

- **LRP Regular Sectors Reporting form (Emergency Tag):** This serves as the primary form for reporting and publicly sharing figures (e.g., SitReps, flash updates). Partners are advised to use it for reporting activities related to the Emergency Response. Emergency activities are integrated into the regular sector reporting forms on [ActivityInfo](#), which avoids creating a parallel reporting system. Each form now includes an “Emergency Tag,” allowing partners to tick “YES” to indicate activities linked to the Emergency Response.
- **Collective Sites – Emergency Daily Interventions Tracking Tool:** This tool, also available on [ActivityInfo](#), monitors response and daily distribution of items by agencies at the site level. It is designed to capture daily interventions by partners supporting IDPs in Collective Shelters, focusing on critical and lifesaving items as requested by the Disaster Risk Management (DRM) team. Data from this tool is shared with the DRM team. Access is granted to all ActivityInfo users for 2024, and additional access can be promptly provided by sector information managers (IMs) to new partners or users.
- **Contingency Stocks Reporting Form:** The Contingency & Preparedness database is accessible on [ActivityInfo](#), containing data on stock levels at the governorate level across various sectors. Partners and UN agency focal points are responsible for updating this database. Additionally, information on warehouse locations must also be updated.
- **Collective Shelters List:** The list is downloadable and regularly updated to ensure all partners have access to the most updated information.

Monthly Regular Activities

Maroun Sader, Information Management Officer (UNHCR)

Maroun Sader highlighted the importance of monthly reporting:

- There was an average decrease of 50 percent in partner reporting during September, highlighting a significant decline in data submission.
- Regular activities should remain active and be reported across all sectors.
- Partners are required to submit data from the previous month under the sector indicators by the 8th of the current month. The data for the previous month will be locked on the 15th of the current month.
- Sector coordinators utilize the data provided by partners to develop sector dashboards, donor briefings, assessments, and gap analyses.

Action Point:

1. Partners to report funding under regular LRP activities by the 8th of each month.

Financial Reporting

Rony Gedeon, Development Coordination Officer (RCO)

Rony Gedeon explained the Lebanon Aid Tracking including funding under the Flash Appeal:

- The Lebanon Aid Tracking tool ensures transparency, visibility, and effective planning. In the current emergency context, timely reporting and donor verification are essential.
- Partners are required to provide detailed reports on the expenditure of funds allocated through the Flash Appeal. Detailed reporting is important for accountability, particularly in high-risk areas.
- There is flexibility in reallocating funds to address changing needs, with a focus on prioritizing life-saving activities.

5. Conflict Sensitivity

Nisreen Jaafar, Conflict Sensitivity and Mainstreaming Officer (UNDP)

Nisreen Jaafar provided an overview of tensions and conflict sensitivity describing the current tensions landscape, future risks, challenges and considerations for partners:

- Current tensions are taking various forms, including disputes in collective shelters over assistance, conflicts involving makeshift business stands, and clashes related to political differences, particularly in public spaces.
- Inter-sectarian tensions, anti-Syrian sentiments, and misinformation-fueled panic are also contributing to the heightened risks. Although local authorities have so far managed to contain incidents, risks of further escalation remain high.
- Future tensions are expected to rise around competition for shelter, education, and resources, along with security concerns in collective shelters, aid bias perceptions, misinformation, and potential outbreaks of infectious diseases, all compounded by gaps in winter preparedness and increased pressure on services.
- Key conflict sensitivity challenges in the response include assessment fatigue leading to frustration among beneficiaries, perceived aid bias due to unclear communication and coordination, reports of corruption, privacy violations from unauthorized photography, cultural insensitivity in donations, and issues with food distribution acceptance.
- In the current response, partners are advised to minimize assessments to manage expectations, coordinate closely with local authorities and sector leads, and communicate aid decisions transparently to prevent perceptions of bias.
- Partners should also link up with referral mechanisms, follow conflict sensitivity guidance for distributions, and ensure staff are trained on security procedures and crowd control to mitigate risks and foster trust.
- Conflict sensitivity resources are listed on slide 33 [here](#).

6. AoB: Inter-Agency Photo Repository

Jana Nasr, Senior Inter-Agency Coordination Assistant (UNHCR)

Jana Nasr thanked the LRP partners for their contributions to the Inter-Agency Photo Repository noting that the images they provided are being used in various LRP communication materials including presentations, dashboards, reports, and strategies:

- Key features of the tool include photos categorized by sector, with each image featuring captions, credits, and the option to add comments if needed.
- Bulk image uploads are possible, but images need to be numbered to match the captions.
- The repository is accessible through this [Collection Link](#) and a comprehensive [Guidance Note](#) with step-by-step instructions is available.
- Partners are encouraged to actively contribute to the Inter-Agency Photo Repository by regularly uploading images that showcase their organization's activities and achievements under their sector(s), while ensuring a diverse and comprehensive representation of the sectors' work, especially in the field, in line with the sector(s) strategy.

7. Closing Remarks

Anna Minuto, Senior Emergency Coordinator (UNHCR)

Kristin Arthur, Senior Inter-Agency Coordinator (UNHCR)

Elena Ferrari, Senior Inter-Agency Coordinator (UNDP)

Kasper Engborg, Head of Coordination – Surge (OCHA)

Makiha Kimura, Head of Coordination (OCHA)

Camilla Jelbart, Senior Response Advisor (RCO)

In their closing remarks, the LRP Co-Chairs thanked the attendees for their participation. The next LRP Partners Update meeting is scheduled for 8 October 2024.