

## NFI Sector Coordination Group – Meeting Action Points – 5 March 2013, Beirut

Meeting			
<b>Name</b>	NFI Sector Coordination Group	<b>Meeting Date</b>	05/03/2013
<b>Meeting Location</b>	UNHCR conference room	<b>Meeting Time</b>	1:00 p.m.
<b>Chair person(s)</b>	Kamel Deriche, UNHCR Assistant Representative (Operations) Felipe Camargo, UNHCR Assistant Representative - Interagency Coordinator Charlie Higgins, Snr. Supply/Distribution Officer	<b>Meeting Duration</b>	2:30 hrs.
<b>Minutes Prepared by</b>	Malak Rahal, Executive Assistant, UNHCR		
<b>Purpose of Meeting</b>	Coordinate NFI assistance provided to newcomers, unregistered and registered refugees		

<b>1.</b>	<b>Introduction / Situation update / Coordination Efforts and Challenges to date</b>
	<p><b>Introduction</b></p> <ul style="list-style-type: none"> <li>- Arrival of new Senior Supply/Distribution Officer, Charlie Higgins, and Malak Rahal, UNHCR Assistant, who will support the NFI Sector Coordination Group.</li> </ul> <p><b>Situation Update</b></p> <ul style="list-style-type: none"> <li>- Today the figure for registered refugees is 210,000 plus more than 120,000 awaiting registration.</li> <li>- By the 30 June we anticipate growth from the current total of 330,000 to around 425,000 and, by the end of the year, the total figure could reach 1 million refugees.</li> <li>- Until today assistance has been provided to 190,000 refugees (i.e. registered refugees).</li> <li>- Refugees are waiting too long to register, but the time will reduce as UNHCR is opening another registration center in Tyre in 10-20 days and another in Beirut in addition to what has been done to increase registration in Zahle (operating as of last Friday morning). Nevertheless, for the large number of families awaiting registration, emergency assistance is essential.</li> </ul> <p><b>Coordination efforts and challenges to date</b></p> <ul style="list-style-type: none"> <li>- We need to further improve coordination between partners – this is a call made by all, but particularly ECHO.</li> <li>- Mapping is inadequate – there are significant gaps in our information, which should be addressed by harmonizing our information gathering and sharing efforts.</li> </ul> <p>We need to improve the quality and quantity of NFI assistance, since problems have been seen.</p> <ul style="list-style-type: none"> <li>- The major challenge we face is to support a further 235,000 refugees (47,000 families) out of the 425,000 we expect to be in need of assistance by the middle of the year.</li> </ul>

2.	<b>Information Management &amp; Mapping Update</b>
	<p><b>Map 1: NFI Activities for Unregistered Syrians by District (Caza)</b></p> <p><u>Persons Awaiting Registration:</u></p> <ul style="list-style-type: none"> <li>- In the North we have a high degree of certainty of the breakdown of numbers by district. UNHCR is working towards achieving similar level of certainty in Beirut and the South – within a couple of weeks.</li> </ul> <p><u>Number of Organizations Providing NFIs to Unregistered (2013):</u></p> <ul style="list-style-type: none"> <li>- A large number of organizations are active in Zahle and Bekaa, as would be expected</li> </ul> <p><b>Map 2: Mattresses Distribution for Unregistered Syrians by District (Caza)</b></p> <p><u>Mattresses Distributed:</u></p> <ul style="list-style-type: none"> <li>- According to UNHCR and partner data, the largest quantity of mattresses have been distributed in El Hermel and Tyre (Sour).</li> </ul> <p><u>Distribution Gap:</u></p> <ul style="list-style-type: none"> <li>- Assuming that 1 person needs 1 mattress - the darker the color, the bigger the gap.</li> <li>- The gap seems to be biggest in Akkar, Zahle, West Bekaa, Saida and Beirut.</li> <li>- Looking back at Map 1, we see that only Islamic Relief is working in Saida, which could indicate that capacity there is insufficient.</li> </ul> <p><b>Map 3: Blankets Distribution for Unregistered Syrians by District (Caza)</b></p> <p><u>Blankets Distributed:</u></p> <ul style="list-style-type: none"> <li>- The largest quantity of blankets have been distributed in El Hermel, Zahle and Tyre ( Sour).</li> </ul> <p><u>Distribution Gap:</u></p> <ul style="list-style-type: none"> <li>- Assuming that 1 person needs only 1 blanket (which is not actually the case) - the darker the color, the bigger the gap.</li> <li>- The gap seems to be biggest in Akkar, Zahle, West Bekaa, Saida and Beirut, which corresponds with the biggest gaps in mattress distribution, possibly indicating that these are the districts where the demand for NFIs in general has furthest exceed supply.</li> </ul>
3.	<b>Harmonization of NFI Assistance to Refugees, both Registered &amp; Unregistered</b>
	<ul style="list-style-type: none"> <li>- We should provide assistance to refugee families upon their arrival – the distribution of NFIs to refugees in need is an imperative for UNHCR even if they are unregistered.</li> <li>- A major impediment to harmonizing the standard of NFI (and other forms of) assistance to refugees is the lack of data on the unregistered refugees, not so much those who are awaiting registration as the Newcomers (NC) who have recently arrived in country, and those who have been here some</li> </ul>

	<p>time but do not register, perhaps because they are unaware of the benefits, they are unable because of logistic difficulties or cost, or because they are unwilling due to fear of later persecution. Accessing these asylum-seekers is the biggest challenge. Then there is the further complication of large numbers of Syrian migrant workers being in Lebanon for economic reasons before the conflict (the Government estimates 500,000).</p> <ul style="list-style-type: none"> <li>- Agencies are willing to share information from the field about unregistered asylum seekers who are not receiving any assistance, or sufficient support, but at present there is no common methodology to do this so that the information can be combined and present a valid composite picture of the situation across the whole country.</li> <li>- The Protection Sector could provide information about the number of people ‘Awaiting Registration’, but names and phone numbers would not be shared because of protection concerns. In any case the UNHCR Mapping Unit only has figures for this category down to district level, and it is only sure of the information (90% certain) for the North, while for South Lebanon and Beirut it is only 40% certain or less, though its knowledge of their locations is improving.</li> <li>- The imperative is therefore to get more accurate figures for the entire Syrian population in Lebanon.</li> </ul> <p><b>Action Points:</b></p> <ul style="list-style-type: none"> <li>- The NFI Sector Coordination Group should determine the minimum statistics required about the different categories of the Syrian population in Lebanon and how it can be presented in a standardized mapping system. Partners present in the field have the capacity to establish a focal point in the areas where they are working (even if not in all of the ‘900 villages’ across the country), to provide the information required – by approaching officials in the villages and municipalities.</li> <li>- A sub-working group will confirm the categories of unregistered Syrians that we want statistics about and define a methodology for obtaining this information from the field, to get a clearer picture and the possibility for better analysis of the support (or lack thereof) provided to the unregistered population, especially gaps and duplication. The sub-working group will consist of:             <ol style="list-style-type: none"> <li>1. DRC</li> <li>2. INTERSOS</li> <li>3. Mercy Corps</li> <li>4. Premiere Urgence</li> <li>5. UNHCR</li> </ol> </li> </ul>
<p><b>4.</b></p>	<p><b>NFI Quantity &amp; Quality Issues</b></p>
	<ul style="list-style-type: none"> <li>- NFI Sector Coordination Group members need to agree on the quality and quantity of a standard kit of NFIs, which UNHCR proposed could come in three forms:             <ol style="list-style-type: none"> <li>1. Standard NFI Kit (a basic kit which includes mattresses, blankets and hygiene sets):                 <ul style="list-style-type: none"> <li>- Blankets: 1 /person</li> </ul> </li> </ol> </li> </ul>

- Mattress: 1 /person
  - Bed-sheet: 1 /person
  - Kitchen set: 1 /family
  - Plastic bucket: 1 /family
  - Jerry-cans for water: 2 /family
  - Jerry-cans for fuel: 1 /family
  - Cooking stove: 1 /family
2. Supplementary Kit (following the items which have been provided to refugees in Jordan):
- Mosquito nets?
  - Hygiene kit: 1 /month
  - Baby kit: 1 /family
  - Solar lantern: 1 /family)
  - Rechargeable fan: 1 /family
3. Winterization Kit (and perhaps also a specific kit for the summer – to deal with the heat):
- Thermal blanket (or quilt): 1 /person
  - Heating stove: 1 /family
  - Plastic sheeting: 1 /family
  - Fuel coupons: 100 \$ per 3 months
- Since we need to support a further 235,000 persons (47,000 families) by 30 June, plus an additional 575,000 persons (115,000) families by 31 Dec 2013, this represents a major procurement effort.
  - The cost will be high – the most optimistic cost for the standard kit is \$304 per family (a minimum of \$61 per person) but a 20-30% overhead cost must also be factored in, so assuming the standard NFI kit will cost \$400 to procure and distribute, the cost of supporting a further 162,000 families (on top of the 190,000 already supported), will be \$65 million.
  - We cannot think of spending this kind of money without a professional, effective and efficient procurement process to get best value for money and NFIs that meet sufficient standards of quality, this means clear minimum specifications for every item provided by all partners.
  - The standards for distribution to different categories of the beneficiary must also be determined, agreed, and adhered to by all partners, to avoid creating disparities that could provoke jealousy and even hostility between different groups within the refugee population, and between them and poor Lebanese families in host communities who may also need support. Mass distribution of NFIs is thus to be avoided – and targeting the most vulnerable, however difficult in practice, must be introduced.
  - DRC is already distributing a basic NFI kit to all Newcomers from Syria. DRC is conducting rapid vulnerability assessments as the assistance is meant to be targeted but in practice at the moment it

	<p>is distributed to all families they reach. It costs under \$180 to procure locally, and consists of:</p> <ul style="list-style-type: none"> <li>- Blankets: 2 /family</li> <li>- Mattress: 4 /family</li> <li>- Kitchen set: 1 /family</li> <li>- Hygiene set: 1 /family</li> </ul> <p>- DRC also distributes a Winterization Kit, costing \$218 and consisting of:</p> <ul style="list-style-type: none"> <li>- Blankets: 4 /family</li> <li>- Heating Stove: 1 /family</li> <li>- Fuel Vouchers: 4 /family (each worth \$20)</li> </ul> <p><b>Action Points:</b></p> <ul style="list-style-type: none"> <li>- Although all actors agree on the need for profiling, the timeframe for this means that partners need to act now to agree on common criteria for targeting the most vulnerable, and adhere to them.</li> <li>- The NFI Sector Coordination Group needs to agree on a standard set of NFI packages, for summer winter, as well as for families with special needs or considered especially vulnerable (i.e. baby kits and hygiene kits), with the quantity and quality of all items clearly specified.</li> <li>- The Coordination Group should look into the possibility of joint procurement exercises (and even joint logistics) given the vast quantities of NFIs that need to be sourced and supplied.</li> <li>- UNHCR will consult with DRC on its NFI kits, and put together a proposal for a standardized system, that all partners engaged in NFI distribution can consider, modify, agree and adhere to in future.</li> </ul>
<p><b>5.</b></p>	<p><b>Future Planning (RRP5)</b></p>
	<ul style="list-style-type: none"> <li>- The planning figure for RRP5 is 1.1 million by the end of the year, while in terms of funding we stand about 20% of the overall need.</li> <li>- In a few days we are likely to reach the population planning figure posited in RRP4.</li> </ul> <p><b>Action Points:</b></p> <ul style="list-style-type: none"> <li>- Sector Coordination Groups need to determine their planning figures from now till the end of the year, based on a set of assumptions about the overall population, that will be prepared jointly with the Government (UNICEF is taking the lead in this exercise).</li> <li>- The main purpose of RRP5 will be to secure the financial resources needed for all agencies to be able to continue providing assistance; nevertheless we need to target the most vulnerable within the overall population due to the tight budget.</li> <li>- UNHCR will call a meeting by 8 Mar to look at planning assumptions and country-specific priorities.</li> </ul>
<p><b>6.</b></p>	<p><b>AOB &amp; Next Meeting</b></p>

- Future NFI Sector Coordination Group meetings will be held every other TUESDAY, at 1 pm.
- The next meeting will be on Tue 19 Mar 2013, at UNHCR.

**Action Points:**

- Partners to provide the worksheet for the updates and keeping in mind the issue of categories.
- UNHCR to disseminate revised TOR to each sector coordination group.

List of Attendees:

Name	Organization	Position
Francesca Pini	QUC	Logistics
Karine Milhorgne	TdH Lausanne	Country Representative
Nadia Falco	Intersos	HOM
Sandra Lamarque	Solidarites international	HOM
Hassan el Sayed	PU-AMI	HOM
Bruno Rotival	ECHO	Donor
Lara Ghaoui	wv	Emergency manager
Mohamed El-waei	Islamic Relief	HOM
Maysaa Kurdi	Islamic Relief	Project Officer
Emily Whitehead	Save the children	Syria RRT coordinator
Travis Yates	Medair	Projects Coordinator

Alycke Slomp	Medair	Country coordinator
Olivier Beucher	DRC	Country director
Felipe Camargo	UNHCR	Assistant Rep. Coordination
Jad Ghosn	UNHCR	Information Management Assistant
Kamel Deriche	UNHCR	Ass. Representative (operations)
Charlie Higgins	UNHCR	Supply/ distribution coordinator
Magalie Vairetto	Handicap International	Emergency Head of mission
Ziad kmeid	DRC	Emergency Response coordinator
Hessen Sayah	CLMC	Project Officer
Sawsan Mehdi	Mercy Corps	Emergency Team Leader
Leny chemali	AUSI	Field Coordinator
Malak Rahal	UNHCR	Executive Assistant National Officer