

SOUTH NFI's Working Group – Minutes of Meeting

Purpose of Meeting	Coordination of NFI's distribution in the South region		
Meeting Location	Tyre, UNHCR FO	Meeting Date	10 July 2013
Chair person	Astrid Castelein (castelei@unhcr.org)	Meeting Time	15.00
Minutes Prepared by	Ali Al Akhdar (alakhdaa@unhcr.org) Astrid Castelein (castelei@unhcr.org)	Meeting Duration	1h20

Introduction

- Presentation of Astrid Castelein, new UNHCR Field Officer and responsible for the sector coordination on NFI/distribution in the South.

Next coordination meeting is scheduled on the 4th week of July, at 11:00 am and will be specifically on "New comers"

Mapping and distribution/NFI activities

- Following the decentralized coordination mechanism, partners have been invited to discuss all activities on NFI/distribution firstly with the Field Office;
- The importance of ensuring a multi-sectorial and comprehensive approach when implementing sector activities has been emphasized; updates on other sector activities will from now on be communicated during each coordination meeting;
- To improve the information management, partners will be asked to send their updates on implemented activities and challenges to the Field Officer (UNHCR FO Tyre) every Friday before the bi-monthly coordination meetings. The updates will be compiled and shared before the meeting.
- A template for mapping the NFI/distribution activities of all partners in the South will be shared. Inputs of partners should be shared the the FO on Wednesday, 17 July 2013.

Tracking system for NFI

- Partners have been introduced to and familiarized with the last version of the tracking system for NFI distributions.
- Partners are asked to complete the tracking system on a monthly basis and share it with the FO at the beginning of every first week of the following month (i.e.05 August 2013 for July report). For the month of June, inputs are requested asap and no later than Tuesday, 16 July 2013.

Main challenges and suggested interventions

AVSI

- Continuous update of the population list is required due to the continuous and sometimes undefined movements of the population.
 - **Agreed intervention:** UNHCR FO has currently been working on a list with the refugee committee of Marj al Khokh will cross-check AVSI's data in order to have harmonized version that will be updated on a regular basis with the participation of the refugee committee.

SHEILD

- Drastic increase of the number of refugees on the distribution list causes staffing and security challenges. SHEILD staff is overstretched, but solution has been found by including LAF in their

distributions, and spread the number of refugees over several days which makes distribution easier and more comfortable.

- Phone numbers of refugees on the distribution list are not updated which increases the number of absentees due to lack of means to communicate with/mobilize the refugees.
 - **Suggested interventions:** Partners have been advised to take advantage of the distribution to get the updated numbers; share the updated list on a monthly basis with UNHCR who will update the records in ProGRES database.

DRC

- DRC informed UNHCR that they will from now on also intervene for Palestinian refugees coming from Syria in Tyre¹. DRC faces the same² challenges when it comes to an accurate and updated distribution lists.

CISP

- CISP is facing an overlapping of the lists between unregistered and registered refugees, since they have a database for the unregistered, and are not informed on when or whether refugees have registered and should be shifted to the registered refugee list.
 - **Suggestion intervention:** CISP to approach UNHCR FO Tyre (Protection/Registration) to cross check registration data
- Continuous displacement of the refugees from one place to another makes a big challenge for CISP especially when undertaking door to door distributions.

Winterization

- The winterization package suggested by UNHCR has been shared and discussed with the Partners for their inputs and ideas.
 - Suggestions for the Partners include:
 - **Fuel vouchers** should be for a smaller amount to ensure that one voucher would be sufficient fill one jerry can of 20L, the estimated and most common recipient that is used by a refugee to carry liquids. Total amount of vouchers should however be increased from 40 to 80 USD/month to ensure needs are covered. 40 USD/month is too low.
 - **Fuel stoves** are not convenient for all kind of shelters and include a fire risk, the option of providing gas stoves should be explored, especially in location as informal tented settlements.
 - **Distribution policy:** the blanket or quilt should be distributed to all households in need; however the stoves should be distributed depending on the geographical and meteorological conditions. For the South, only the governorates Hasbaya, Marjayoun and Bint Jbail would need stoves.
 - **Length of winterization period:** period should cover 5 months rather than 4 (up to end of March).
 - **Quality of items:** quality of winterization items should be important to ensure their effectiveness. It is suggested to comply with UNHCR standards and, if possible, order through international procurement. The kit should be standardized for all intervening partners to ensure a harmonized and coherent approach.
- DRC informed participants that they project to undertake winterization activities funded by ECHO.

Agencies who attended this meeting

¹ DRC intervened for Palestinian refugees in Syria only in Saida.

² See above AVSI, Sheild

UNHCR, AVSI, CISP, SHEILD, DRC

To Do List

Action	By who	By when
Updates on implemented activities to share every Friday before the bi-monthly meeting	All partners	20 July 2013
Template for 3W for the South to be shared with partners	Astrid	12 July 2013
Partners to complete the 3W and share with UNHCR FO Tyr	All partners	17 July 2013
AVSI share list of Marj el Khokh with UNHCR	AVSI	17 July 2013
AVSI and UNHCR FO Tyr closely collaborate on the regular update of the list	UNHCR/AVSI	Once a month
Partners to update the refugee phone numbers on distribution list and share with UNHCR for update in ProGres	All partners	Once a month
Partners to complete the tracking system for distributions made in June	All Partners	17 July 2013
Partners to complete the tracking system on a monthly basis and share with UNHCR FO every first week of the following month.	All Partners	1 week of following month
Share suggestions of Partners on winterization with Sector Coordinator in Beirut	Astrid	12 July 2013
Implementing partners to send weekly sitreps to UNHCR FO Tyr	Partners	Every Friday
Check for the characteristics and quality of the winterization items before procuring and inform IP's	UNHCR	July