

## Inter-Agency Meeting South– Minutes – 12 July 2013

<b>Meeting Name</b>	Inter- Agency South Lebanon		
<b>Meeting Location</b>	Tyre, UNHCR FO	<b>Meeting Date</b>	12 July 2013
<b>Chair person</b>	Marcel van Maastrigt (maastrig@unhcr.org)	<b>Meeting Time</b>	10.00
<b>Minutes Prepared by</b>	Astrid Castelein (castelei@unhcr.org)	<b>Meeting Duration</b>	1h20

### Introduction & key messages

- Particular aim of the meeting was to introduce a new structure entailing sector coordinators and focal points for the South; new UNHCR staff (Field Officer, Protection Officer and Associate Community Services Officer) were introduced to the IA members.
- Key messages included:
  - All reporting concerning operations in the South to go through the UNHCR Tyre office, no more direct reporting to Beirut (with the exception of the Health Sector);
  - Assessments to be collected/disseminated and coordinated by the UNHCR Tyre office to avoid duplication and to ensure gaps are identified and addressed.
- Next I-A meeting scheduled for Thursday, 1<sup>st</sup> August 2013 at 10 am at UNHCR FO Tyre.

### Summary of discussions and action points

#### 1. Security update

- Overview of security incidents occurred in the South region in June and beginning of July; (the South remains generally calm);
- Security risk assessment ongoing in the South;
- Participants received particular guidelines to respect during the holy month of Ramadan;
  - **Recommendation:** avoid driving between 7.30-8.30 pm; do not eat or drink (alcohol) in public places
- Short briefing on reporting line (sms messages) in case of security incidents. Non-UN participants asked to be included in the communication tree.
  - **Action (UNHCR):** For non-UN agencies an information mechanism to be set up by identifying one focal point per organisation.

#### 2. Introduction UNHCR sector coordinators and focal points

- Three new UNHCR staff members were introduced: Mmone Molestane, Associate Community Services Officer (moletsan@unhcr.org), Marie Hesselholdt (hesselho@unhcr.org), Protection Officer; and Astrid Castelein; Field Officer (castelei@unhcr.org).
- Introduction of sector coordinators- and focal points for the South. Partners to address the Tyre sector coordinators and cc focal points for all communication concerning respective sectors and responsibilities (mapping, reporting, assessments, needs, etc).

#### 3. Information sharing/liaison function

- Partners, local authorities (including military intelligence) and civil organisations will receive:
  - On weekly basis: the registration update for the South region;
  - On monthly basis: a briefing note on activities.

- The UNHCR Beirut office is currently designing the mass-information campaign for targeted assistance, agencies will be informed asap.
- Authorities in the South state they are not sufficiently informed of activities towards Syrian refugees. UNHCR Snr Field Coordinator and Snr Liaison Assistant are currently visiting local authorities, civil organisations and GoL security staff. Key messages include information on the activities, partners and role of UNHCR as leading agency.
- Information sharing with local authorities: UNHCR will provide general information on activities and programs by organisations operating in the South (unless organisations explicitly request UNHCR not to include their activities).
- Organisations can also specifically ask UNHCR to intervene/liaise with local authorities.
  - **Action point:** Partners to inform UNHCR on meetings that should be attended by the Organisation.
  - This is a support function by the UNHCR office; the above does not imply UNHCR is replacing the usual representation of agencies and organisations with local authorities.

#### 4. Sector coordination/Reporting lines

- From now on, reports, queries, assessments, revision/amendment of sub-agreements etc will be addressed to the UNHCR FO Tyre (for further submission to the Beirut office, if needed).
- The only exception concerns the Health Sector, a referral system will be shared with the partners asap. Standard confidentiality rules are currently under revision and a Public Health Coordinator is expected to join the FO Tyre soonest.

#### 5. Assessments/ Policy and coordination

- Similar information channel is applicable for the assessments. Refugees and local authorities have complained about the numerous assessments undertaken in their area without concrete actions and results.
  - **Action point:** To prevent growing frustration and duplication, assessments undertaken during the last 6 months to be shared with UNHCR FO Tyre. The FO will gather and consolidate the information and share with the Inter Agency group. If assessments include information to remain internal, partners will at least share principal findings and recommendations. Purpose: FO to know where are the gaps/needs and able to guide partners on future assessments needs.
- Future assessments are to be coordinated to avoid duplications and to ensure (assessment-) gaps are addressed. The UNHCR FO Tyre will compile an assessment planning calendar, to be shared with the Inter Agency group/Sector members.
  - **Action point:** for already scheduled assessments, partners to announce their assessment and share the assessment questionnaire for possible inclusion of multi-sectoral components.
  - **Action point:** Agencies new to the South are requested to put on hold any plans for new assessments until the information on completed/current assessments is circulated.

#### 6. Mapping of sectors

- Respective sector coordinators for the South are currently mapping the activities for each sector. UNHCR FO will gather and consolidate the information and share with the Sector(-s).

#### 7. AOB

- Community Support Projects (CSP): larger budget is currently available for CSP. CSP projects will be shared with partners at the next I-A meeting. A local Host Community Task Force is being planned for the South.

- Agreed action: The information sharing related to the development projects implemented and on-going in the South is under UNIFIL approval process.
- **Action point:** UNDP to be asked to share information on recently completed and ongoing projects in the South.
- WFP reported problems with refugee registration data/information and requested a separate meeting to discuss in the coming week (Marie to convene).
- Presence of UNRWA Area Officer for Tyre at next I-A meetings has been suggested and welcomed.

Action	By who	By when
Non-UN agencies to share contacts of security focal points with UNHCR FSA	All non-un agencies	27 July 2013
Updates on implemented activities to share every Friday	All partners	20 July 2013
Share assessments undertaken during last 6 months with UNHCR FO	All partners	17 July 2013
Partners to inform UNHCR FO of meetings to be attended	All partners	ongoing
UNHCR to include UNRWA Area Officer Tyre on participants list of I-A meeting	UNHCR	20 July 2013

**Agencies who attended this meeting:**

ACF, Amel, AVSI, CISP, CLMC, DRC, Intersos, IOM, IR, Millenium, NRC, OCHA, PU-AMI, SHEILD, TdH, UNDP, UNHCR, UNIFIL-CIMIC, UNIFIL-PLANS, UNIFIL-Security, WFP, WVL.