

Winterization Meeting South– Minutes – 02 October 2013

Purpose of Meeting	Share Winterization Action plan for South with all partners		
Meeting Location	Tyre, UNHCR Field Office	Meeting Date	2 October 2013
Chair person	Astrid Castelein (castelei@unhcr.org)	Meeting Time	16.00
Minutes Prepared by	Nisreen Jafaar (jafaarn@unhcr.org), Astrid Castelein (castelein@unhcr.org)	Meeting Duration	1h15

Brief on Winterization Action Plan for South region

- A power point presentation shared with partners including
 - Overview of distribution partners working in the South
 - Statistics of registered refugees as of 25 Sept 2013
 - Content of standard winterization kit
 - Organizational coverage of the South districts
 - Organizational coverage in %
 - Possible means of delivery of winterization items
 - Gaps identified in the South

Update on Winterization activities

- Snr Distribution Officer briefed partners on latest updates and distribution guidelines recommended to all:
 - In ITS, all occupants should receive winterization assistance regardless of the registration status, vulnerability, nationality and the altitude of the ITS. Hence outside ITS, partners can follow their own criteria of vulnerability for further intervention;
 - E-cards may be implemented in the coming weeks as to cover the entire winterization process and may cover some or all NFIs. The tasks of the INGO and NGOs will then mainly consist in briefing refugees on their usage and monitor the system;
 - Banks will charge for every deposit, but not for every transaction;
 - E-card challenge: the minimum amount to withdraw from an ATM is 20,000 L.L.
 - UNHCR met with banks in Beirut to discuss e-card system. UNHCR recommended using the CSC bank. UNHCR has not yet signed an e-card agreement.
 - Once e-card system is implemented, UNHCR will undertake the bank transfers, banking cost will be bared by UNHCR, not by the IPs and even less, by the refugees.
- Updates from partners:
 - In Jezzine and Nabatieh, MC's kit (under OCHA funding) does not include winterization items ;
 - 30% of MC's 600 winterization items (under ECHO funding) are covering Lebanese community in Jezzine, Hasbaya and Zahrani;
 - A survey is on-going to analyse the demand and the capacity of the Lebanese market to provide the winterization items;
 - MC is planning to analyse the available supply in the market through focus group discussions.
 - CISP: will be able to use e-cards as of 2014;
 - DRC has signed the agreement with the bank in order to soon shift to e-cards. Partners will receive the e-cards through DRC or UNHCR.
- **Action points:**
 - NRC to confirm whether or not they still have winterization kits in stock for 500 HH

- AVSI to restrict its coverage to unregistered refugees in Marjeyoun since the registered will be covered by other agencies (CISP, SHEILD)
- IOM to confirm its capacity to provide the full standard winterization kit (including heating stoves, fuel container and fuel voucher) to the entire populations of ITS in Zahrani
- Solidar to confirm whether or not the winterization items under ECHO-funding will be available

Agencies who attended this meeting

CISP, SHEILD, NRC, Terre des Hommes, INTERSOS, UNIFIL, AVSI, Mercy Corps, DRC, PU-AMI, WV, ICRC, AMEL, CLMC, UNHCR

Action Points

Action	By who	By when
Partners to confirm availability of winterization items with UNHCR FO for coordination purpose	NRC, IOM, Solidar	08 Oct 2013
UNHCR IP to agree on procurement of the 374 heating stoves and inform UNHCR of delivery location	CISP, SHEILD	10 Oct 2013
Partners to start winterization implementation process: procurement, identification of beneficiaries	All partners	07 Oct 2013
Partners active in same districts to closely coordinate distribution activities among each other and share (according to applicable data sharing agreements) distribution data with others.	All partners	Entire winterization process
Distributions in ITS: partner providing to unregistered refugees to collect refugee registration numbers upon intervention as to share with UNHCR's IP and vice versa	All partners	Entire winterization process
Update winterization action plan (excel) and share with NFI/distribution Sector Beirut	UNHCR FO	07 Oct 2013
Partners whose intervention is not mentioned in PPT presentation to update UNHCR FO accordingly	Additional partners	10 Oct 2013