

## T5 SHELTER CO-ORDINATION MEETING

- 27 February 2014, 13:45, UNHCR Tripoli Office -

### MINUTES OF THE MEETING

| List of Participants |                            |                  |                      |                                      |  |
|----------------------|----------------------------|------------------|----------------------|--------------------------------------|--|
| Organization         | Area of responsib. / Title | Name             | Email / Phone number |                                      |  |
| UNHCR                | LEB Shelter Sector Lead    | Mohamad Mukalled | 71 911382            | mukalled@unhcr.org                   |  |
| Save the Ch.         | T5 Shelter Co-ordinator    | Valentina Bidone | 70 735281            | valentina.bidone@savethechildren.org |  |
| Save the Ch.         | LEB Shelter Adviser        | Thomas Whitworth | 76 645917            | t.whitworth@savethechildren.org.uk   |  |
| Solidarités Int.     | T5 WASH / Shelter PM       | Mohamad Fallah   | 03 473238            | rp.wash.tripoli@solidarites.org      |  |
| Solidarités Int.     | Independent Consult.       | Sarah House      | 71 440423            | sjhouse.majisafi@gmail.com           |  |
| DRC                  | T5 Shelter Officer         | Mohamad Sadek    | 70 693459            | mohamad.sadek@drclebanon.dk          |  |
| DRC                  | LEB Reg. Shelter Adviser   | Jens Christensen | 76 366108            | jens.christensen@drc-mena.org        |  |
| Coopi                | T5 Shelter Expert          | Mauro Zonca      | 76 316544            | mauro.zonca@gmail.com                |  |
| Coopi                | T5 Head of Mission         | Simone Sarcia    | 71 857475            | lebanon@coopi.org                    |  |
| URDA                 | LEB Foreign relations Co.  | Hani Al Salhani  | 78 946079            | hani.alsalhani@gmail.com             |  |
| URDA                 | LEB Shelter Co-ordinator   | Shady Khatib     | 76 005647            | shady.khatibb1@gmail.com             |  |
| IOCC                 | NL Engineer                | Afif Nassim      | 03 000788            | anassim@iocc.org                     |  |
| IOCC                 | NL Architect               | Jihane Mikhaël   | 70 394907            | jmikhael@iocc.org                    |  |
| NRC                  | ? ??                       | ??               | ??                   | ??                                   |  |
| UNHCR                | T5 Protection Officer      | Carolina Mateos  | 76 421610            | mateos@unhcr.org                     |  |
| UNHCR                | T5 Protection              | Joe Chahine      | 76 421560            | chahine@unhcr.org                    |  |
| UNHCR                | T5 Shelter Associate       | Mariam El Chaer  | 76 421636            | elchaer@unhcr.org                    |  |
| UNHCR                | T5 Shelter Expert (chair)  | Andrea Parisi    | 71 910612            | parisi@unhcr.org                     |  |

| Agenda  |
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| <ol style="list-style-type: none"> <li>1. Communications</li> <li>2. Mapping and Master Lists update (Solidarités International)</li> <li>3. Management of CICS (NRC)</li> <li>4. 3W Matrix for T5</li> <li>5. Partners' activity progress update (focus on winterisation)</li> </ol> |

| 1. Communications; Questions/Answers  |
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| <p>&gt; Mohamad Mukalled: renewed invitation for all the field working groups to have a joint lead for the co-ordination meetings. The co-lead can be multiple (more than one agency joining UNHCR at the same time) and can be on a rotational basis (turn-over every 4 or 6 months, as an example)</p> <p>DRC has expressed the interest to be the T5 shelter co-lead; Save the Children has offered to take over the co-lead from DRC, in the second "shift".</p> <p><b>Action Point:</b> &gt;&gt;&gt; DRC to propose ToR for their participation in the co-lead; to be discussed with UNHCR</p> |

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| <p><b>2. Mapping and Master Lists update (Solidarités International)</b></p>  |
| <p>&gt; Mohamad Falah: Solidarités mapping team have attended one week ago a training on the use of the devices and the software.</p> <p>Devices and software are eventually available, and the actual start of the campaign is planned for the beginning of March. There will be two phases:</p> <ul style="list-style-type: none"> <li>- the first one will cover ISs, and is expected to be concluded within the first week of March. It is expected to be fast because a complete and reliable list of ISs in T5 is already available; Solidarités mapping team will mainly check the GPS co-ordinates and update figures (no. of HHs, no. of tents, name and contact of the focal person, etc.)</li> <li>- the second one will cover CSs, and is expected to start soon (not necessarily immediately) after the first phase, and be concluded before the end of March.</li> </ul> <p>The support of the other shelter agencies is required: members of the working group will be requested to share with Solidarités , through UNHCR, all data in their possession related to collective shelters</p> <p><b>Action Point:</b> &gt;&gt;&gt; Solidarités and UNHCR to decide the set of minimum info to be included in the mapping of CSs<br/>&gt;&gt;&gt; UNHCR to circulate the request for all partners to contribute with available data</p> |
| <p><b>3. Management of CICS (NRC)</b></p>   |
| <p>&gt; NRC Community Capacity Building Co-ordinator could not attend the meeting and brief the group on the outputs of the meeting on management of CICS (Collective and Informal Centres and Settlements) in T5; the briefing was provided by UNHCR Tripoli protection (Carolina Mateos)).</p> <p>NRC, DRC and Solidarités attended the meeting, organised by UNHCR.</p> <p>A table was drafted, with info regarding agencies' involvement in Wash, Shelter, establishment of management committees in CICS, Protection-case management.</p> <p>DRC mentioned the existence of a CS management unit, and expressed the availability to manage ISs as well.</p> <p>NRC mentioned the establishment of a Community Capacity Building team - linked to ICLA and Education projects - to build the refugees' awareness of their rights and their capacity to set up committees (women, men, youth, elderly, PWSN) for community based solutions, advocacy, action plans for general issues.</p>   |
| <p><b>4. 3W Matrix for T5</b></p>   |
| <p>&gt; The chairman presents a table which summarises the suggested subdivision of tasks among shelter agencies in the 6 districts of T5 (see table in attachment; with an amendment (in red) compared to the version presented during the meeting).</p> <p>The table is produced on the basis of inputs (plans for 2014, areas of interventions, preferred shelter options) provided by both Implementing and Operational Partners.</p> <p>It is intended to be a non-official monitoring tool, agreed with partners and open to revisions. The table should help clarify the responsibilities over the areas of operation (e.g., in case of a specific shelter need, in a specific area, the table should make clear which is the agency to be contacted first in order to respond to that need).</p> <p>Agencies have been requested to check the table and provide feedback. <i>Ad-hoc</i> meetings will be organised in order to solve ambiguities and clarify responsibilities.</p> <p><b>Action Point:</b> &gt;&gt;&gt; UNHCR to organise a meeting between NRC, Solidarités and DRC to discuss task-sharing in Minieh-Dennie and Zgharta.</p> <p>&gt; For the sake of the co-ordination among actors, it is recommended to have similar tables also in other areas.</p>  |
| <p><b>5. Partners' activity progress update (focus on winterisation)</b></p>  |
| <p><b>NRC</b></p> <p>&gt; No specific winterisation activities. Cash for rehabilitation with UNHCR funds (2013 target) reached 195 units (out of 200).</p> <p><b>Coopi</b></p> <p>&gt; Assessment is complete. Lists of potential beneficiaries ready to be discussed with Save the Children. Expat staff complete. Start of activities depending on signature of agreement with UNHCR.</p>   |

**Solidarités International**

- > Shelter winterisation in T5 Informal Settlements is complete, including sites in Koura and Batroun. SI has covered more than 90% of the sites in T5. Other activities (rehab of SSUs and CSs) are ongoing normally.

**Save the Children**

- > Cash for rehabilitation continues. The previous target (90 units) has been reached and the new one is around 110.

**DRC**

- > 3 Collective Shelters (2013 target) available, for a total capacity of 123 HHs. Only one CS (48 HHs) occupied.

**URDA**

- > The Union of Relief and Development Associations is a consortium of more than 100 associations active in providing relief to refugees. It operates in Bekaa and Akkar - no activities in T5 - and has already established a dozen of "collective shelters" - some consisting of tents, some of containers, some of rooms in unfinished buildings - which are currently hosting more than 4.000 refugees.

**Annexes**

Annex 1 - T5 Shelter (revised) 3W monitoring matrix

**Date of next meeting**

Thursday, 27 Mar '14; 13:30; UNHCR Tripoli Office

(invitation to be sent to partners in the current mailing list, with the confirmed date, time and venue)