



NFI Working Group

Syrian Refugee Response In Jordan

Meeting Location	UNHCR–Large Conference Room	Meeting Date	10.03.2014
Chair Person	Hugh Earp	Meeting Time	14:00-15:00
Minutes Prepared by	Angeliki Panagoulia		
Purpose of Meeting	Strategic Priorities for 2014		

1.) Summary of action points

Number of action point or discussion	Action points	Focal Point / Organization
1.)	Circulation of the PDM guidelines and questionnaires; comments to be addressed by the 16 th of March.	Hugh Earp- NRC/ Dalia Al Awqati-DRC
3.)	Comments on the VAF indicators to be sent by the 16 th of March.	Maurice Bisau - UNHCR/ Hugh Earp- NRC
4.)	Reporting deadline the 8 th of each month; all activities to be reported under RRP6 monitor DB.	Hawraa Harkous/ Angeliki Panagoulia-UNHCR
5)	Partners to share the list of hygiene items they distribute	Angeliki Panagoulia-UNHCR

2.) Attachments and References

Documents	Location	Contact Person
<ul style="list-style-type: none"> PDM guidelines 		Hugh Earp- NRC
<ul style="list-style-type: none"> VAF; list of indicators 		Angeliki Panagoulia-UNHCR
<ul style="list-style-type: none"> List of Strategic Priorities for 2014 		Maurice Bisau - UNHCR/ Hugh Earp- NRC

3.) Minutes

Item	Discussion
<p>PDM Updates</p>	<p>The PDM Task Force has discussed the development of a harmonised PDM mechanism. For the purpose of adopting common standards it has drafted two documents; PDM guidelines and relevant questionnaires.</p> <ul style="list-style-type: none"> → PDM guidelines: <ul style="list-style-type: none"> • Defines the scope and the objectives of the PDM. • Clarifies the difference between the exit interviews and the PDM questions. • Provide guidance on the implementation of the PDM. <p>Comments on the guidelines:</p> <ul style="list-style-type: none"> - Monitoring is more efficient if it is done through home visits rather than phone calls. - Focus groups discussions provides you with more reliable information however <ul style="list-style-type: none"> → PDM questionnaires: <ul style="list-style-type: none"> • Exit questions: examines the distribution process and raise protection related issues. • PDM questions: include demographic questions and questions related to the usage of the distributed NFIs. → We strongly encourage partners to revise and address any comments to Hugh Earp, hugh.earp@nrc.no (for the guidelines) and to Dalia Al Awqati, dalia.alawqati@drc-jordan.org (for the questionnaires), cc Angeliki Panagoulia, panagoul@unhcr.org. → Both documents will be finalised and brought to the NFI WG for endorsement.
<p>Updates on the discussions on the Voucher system</p>	<p>Recent assessments have shown that Syrian refugees prefer cash instead of NFIs in order to cover their basic needs. The NFI Voucher Task Force has met and discussed the possibility to monetize the NFI assistance.</p> <ul style="list-style-type: none"> → More and more agencies are using vouchers instead of NFIs. (ex. Caritas, ACTED, Mercy Corps, Islamic Relief) → The Task Force has identify the above mentioned challenges: <ul style="list-style-type: none"> - Consequences in the local market; capacity issues, increase of prices. - Quality and security issues. - “Proper” use of the vouchers. → The Task Force is exploring the different challenges in Zaatari and urban/rural areas: <ul style="list-style-type: none"> - Zaatari: supermarkets and local businesses are already in place, hygiene and kitchen items can be found there. - Urban/rural areas: access in the market place might be an issue because of the additional cost of the transportation. → WFP presented the voucher/e-card system they have in place and discussed with NFI partners the challenges as well as the mechanisms that can be used in order to monitor the adequate use of the vouchers/e-cards. <p>The discussions are still on going. Interested partners are welcome to attend the next Task Force meeting.</p>

Item	Discussion
VAF updates	<p>Following the workshop the 15 indicators were revised in the sector level and send back to the Steering Committee.</p> <ul style="list-style-type: none"> ➔ Next steps: a small technical team should be assembled to develop a recommended weighting and scoring methodology. As a final step, the indicators with weighting and scoring recommendations should be approved by the ISWG and endorsed by VAF Steering Committee. The last objective is to develop an on line system where the results of the assessments will be available for use by agencies.
AOB	<ul style="list-style-type: none"> ➔ Harmonization of the hygiene kits: <ul style="list-style-type: none"> • In order to follow common standards and ensure coherency and consistency of the provided assistance, partners are asked to share the list of hygiene items they distribute. We will try to develop minimum standards and combine a list of basic hygiene-sanitary items with the relevant cost. • Coordination with the WASH WG to be reinforced. ➔ Summarization to be discussed in the next NFI WG meeting.

Item	Discussion
Adjournment	<p>Meeting adjourned at 15:00pm</p> <ul style="list-style-type: none"> ➤ Next NFI meeting will take place at UNHCR Khaldia, date and time to be confirmed.