



## Shelter Coordination Beirut/Mt Lebanon – Minutes of Meeting

<b>Purpose of Meeting</b>	Shelter Coordination Meeting Beirut/Mt Lebanon		
<b>Meeting Location</b>	UNHCR Mount Lebanon FO – Sodeco Square, Block E, 9 <sup>th</sup> floor	<b>Meeting Date</b>	15 April 2014
<b>Chair persons</b>	Alain SAYAH (Shelter Associate) <a href="mailto:Sayah@unhcr.org">Sayah@unhcr.org</a> Hani Chatila (Assistant WASH Officer) <a href="mailto:Chatila@unhcr.org">Chatila@unhcr.org</a>	<b>Meeting Time</b>	10:00
<b>Minutes by</b>	Alain SAYAH (Shelter Associate) <a href="mailto:sayah@unhcr.org">sayah@unhcr.org</a>	<b>Meeting Duration</b>	1h30min

### Review of action points of last meeting (March 17, 2014)

Action	By who	By when
Referring IS locations to PU-AMI	All actors	Ongoing
Reviewing harmonized BOQ	All actors	Finalized
Decision on Sector Co - Lead	All actors	Finalized
Decision on Field level ToR of WG	All actors	Finalized

### Eviction tool (Protection Unit – UNHCR):

- The eviction tool is an online form that can be filled in order to track trends and have detailed statistical information on evictions
- Tool is not aimed at securing new shelters for those at risk
- Eviction cases should be forwarded to Teresa Prado ([prado@unhcr.org](mailto:prado@unhcr.org)) and Marc El Hajj ([elhajjm@unhcr.org](mailto:elhajjm@unhcr.org))
- Link for the tool: <https://r2cwe.enketo.formhub.org/webform>
- Tool guidelines will be shared with minutes.

### BOQ guidelines for SSU

- Several actors have provided their comments on the harmonized BOQ thus changes were made and the BOQ was recirculated before the WG.
- BOQ was endorsed during the meeting.



- BOQ will serve as a guideline for all the actors in Beirut and Mount Lebanon intervening in rehabilitation of small shelter units.

### **Shelter WG ToR / Co-Lead**

- All present actors agreed that ToR specific to WG at field level can be overlooked as ToR of national level is sufficient.
- It was agreed that all actors are to Co Lead, each for 3 months duration as not to increase workload on any single actor.
- Co lead schedule will be as follows:
  - 1- ACTED (until June)
  - 2- CHF (July 2014 – September 2014)
  - 3- NRC (October 2014 - December 2014)
  - 4- PU-AMI (January 2015 – March 2015)
- It was advised by Sector Lead that NRC will Co Lead towards end of the year as to ensure success of 200 HH pilot project and future interventions in Mt Lebanon.

### **Activity Info reporting**

Clarifying on Activity Info secondary beneficiaries:

- “Cash for Shelter”: No matter who this is given to directly, it will always benefit Refugees and Host Family alike. Therefore whenever SYR or PRS or LRS individuals are entered as beneficiaries on Activity Info a corresponding number of “AffLeb benefitting from Cash” should be entered on Activity Info as well. (NB: Numbers of Affected Lebanese benefitting do NOT have to equal number of refugees benefitting)
- “House Rehab”: When houses are rehabilitated for the use of refugees, Lebanese owners benefit as well. “AffLeb benefitting from house rehab” numbers should be entered on activity info to correspond to the number of Lebanese benefitting from each activity. (NB: Again, numbers of Affected Lebanese benefitting do NOT have to equal number of refugees benefitting)
- “Collective Shelter Rehab”: In the cases where the collective shelter is private, AffLeb for this indicator are treated as per the House Rehab explained above. For public collective shelter rehab, no host families should be reported as beneficiaries.

### **AOB**

- **NEXT MEETING:** 21<sup>st</sup> of May 2014



### **Agencies/NGOs who attended this meeting**

ACTED, CHF, PU-AMI, IOM, NRC, UN Habitat and UNHCR.

### **To do list**

<b>Action</b>	<b>By who</b>	<b>By when</b>
Referring IS locations to PU-AMI	All actors	On going
Sharing of Eviction tool guidelines and online form	Teresa Prado	Next WG
Clarification on secondary beneficiaries - AI	Alain Sayah	Next WG