

CTPWG – MINUTES OF MEETING

Date & time	15 th of May 2014 / 2:30 pm – 4:30pm		
Location	UNHCR Beirut, Lea Building 1 st floor		
Facilitator/Chair	Hannes Herrmann, UNHCR		
Co-Chair	Isabelle Pelly, Save the Children		
Minutes	Lara Techekirian & Ola Kobeissi, UNHCR		
Participants	Attendance list included at the end of the minutes		
<div>Legend: I = Information D = Discussion F = Follow up A = Attached Document</div>			
Item 1. – Minutes	The Minutes of the last CWG meeting were reviewed, no comments were made.		I
Item 2.	The final report of Avenir Analytics (AA) was disseminated to all members of the CWG. All feedbacks from different agencies concerning the AA recommendations have been compiled by the TT, presented in the CWG Core Group and discussed. The TT then has integrated the comments of the Core Group. Please find the feedback in the attached document, representing consolidated position of INGOs in the core group of the CWG.		I
Updates on Task-Groups			A
a. Operational Set up	A concern by DfID that the report is not very different from how the system actually is working, offering only minor modifications and refinement to existing processes. More specifically, the report doesn't address the role of the private sector in cash programming. Response from Isabelle and Hannes that the current operational system is not mature enough to delegate external responsibilities to the private sector and that the report takes a pragmatic approach to addressing the seven areas identified as critical.		D
Juliet Lang, WVI Isabelle Pelly, SCI	Follow-up Roadmap for implementation of AA recommendations	Who TT	By when 29/05
b. Targeting	As announced in the CWG meeting, the Targeting Task Force is pleased to share the first recommendation note. Please see attached recommendation for further detail.		I
Francesca Battistin, IRC			A
c. MEB	No further updates to be reported. MEB is finalized (607 USD/Month/Family of 5).		I
Cécile Barriere, SI	MoSA's has provided a document (attached) explaining the <i>Proxy Means Testing</i> (PMT) method to rank households by their welfare, based on a fairly easy-to-observe set of measurable characteristics reported by households. The document includes the 60 NPTP indicators with their weights used to calculate the poverty score per household.		A
d. Market Ass.	The TT together with KDS defined the final locations to conduct the market assessment: - in the Bekaa : Rayak, Dar-el-Ahmar, Al Qaa-El Benjakie, Qab Elias - in the North : Sir, Alba, Wadi Kahled, Batroun		I
Maureen Philippon, ECHO	The objective of the assessment is to assess the potential for negative effects (captured by the proxy of price disruptions) of cash assistance on markets for goods and services essential to the Syrian refugees. The following 3 markets were chosen: markets for (1) dry food, (2) rent/housing and (3) hygiene items.		
	Follow-up KDS final report (incl. review/feedback of TT)	Who KDS	By when 20/06
			F

<p>e. M&E</p> <p>Burgen Belltawn, IRC</p> <p>Ciara Noon, ACTED</p>	<p>Marcus Catsam developed an integrated logframe to contribute to a harmonized monitoring framework and tools for CTP (attached). The M&E TT will be re-formed in order to accomplish with M&E and to formalize the actual ad-hoc fashion of collaboration.</p> <p>The draft TOR for the M&E task team prepared by Marcus Catsam is also attached. If agencies would like to have their M&E technical point person join the new M&E TT and to review the report and provide feedback, they can send an email to Ciara (ciara.noone@acted.org) or Burgen (Burgen.Belltawn@rescue.org) by Friday 23.05.14 latest.</p> <table border="1"> <thead> <tr> <th>Follow-up</th><th>Who</th><th>By when</th></tr> </thead> <tbody> <tr> <td>Revision of new TOR and presentation to Core Group</td><td>B. Belltawn</td><td>29/05</td></tr> </tbody> </table>	Follow-up	Who	By when	Revision of new TOR and presentation to Core Group	B. Belltawn	29/05	<p>I</p> <p>A</p> <p>F</p>
Follow-up	Who	By when						
Revision of new TOR and presentation to Core Group	B. Belltawn	29/05						
<p>f. Acc. & Comm.</p>	<p>No further updates to be reported. INQAL for the CWG still to be completed.</p> <p>A comment was made on the importance of ensuring appropriate and timely communication to the beneficiaries on the changes to the system</p> <table border="1"> <thead> <tr> <th>Follow-up</th><th>Who</th><th>By when</th></tr> </thead> <tbody> <tr> <td>Complete draft of INQAL related to Cash Assistance</td><td>Core Group</td><td>29/05</td></tr> </tbody> </table>	Follow-up	Who	By when	Complete draft of INQAL related to Cash Assistance	Core Group	29/05	<p>D</p> <p>F</p>
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<p>Item 3.</p> <p>Update from UNHCR on UCAP</p> <p>Marc Petzoldt, Ola Kobeissi, UNHCR</p>	<p>During the Inter-Agency meeting held on Thursday 8th of May at Tripoli level both operational and implementing partners asked an update on UNHCR plan for cash assistance. While providing the update, UNHCR had shared some details on the approach and tentative planning figures – what has led to some misunderstanding and misinterpretation as reported.</p> <p>UNHCR Cash Unit confirms that for the time being any amount or figure must be taken as indicative since the unconditional cash assistance project is still under discussion (as per 18th of May 2014).</p> <p>Several participants asked for an urgent update from UNHCR and confirmation whether or not a new system will be introduced as of 1 June. There was also a question on whether the initially communicated targeted caseload of 12,000 HH had been identified based on needs or funding available.</p> <table border="1"> <thead> <tr> <th>Follow-up</th><th>Who</th><th>By when</th></tr> </thead> <tbody> <tr> <td>Update on UNHCR UCT (targeting, n° of beneficiaries, starting date/first payment, amount, IPs, etc.)</td><td>UNHCR</td><td>29/05</td></tr> </tbody> </table>	Follow-up	Who	By when	Update on UNHCR UCT (targeting, n° of beneficiaries, starting date/first payment, amount, IPs, etc.)	UNHCR	29/05	<p>I</p> <p>D</p>
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<p>Item 4.</p> <p>WFP, cash delivery with BLF Blue Card</p> <p>Charbel Habib, WFP</p>	<p>Charbel Habib gives a short overview on WFP's BLF Blue Card. WFP launched the E-card in September 2013 when shifting from in-kind to e-voucher assistance. Currently, about 155,000 cards are distributed and circulating. The BLF Blue Card, having a neutral appearance, doesn't contain a chip but works as magnetic stripe card for double purpose; it can be used as an e-voucher for purchases in Points of Sale (POS) as well as a pre-load debit card to withdraw cash at ATMs. Actually, beneficiaries can only purchase selected food items in around 310 shops of contracted retailers (POS). WFP plans to increase the number of retailers considerably (up to 1,003 all over the country).</p> <p>If agencies (IPs/OPs) want to use the same WFP card for their cash assistance program, they will have to open a bank account with BLF (no minimum transfer/case load) under same conditions agreed on between WFP with BLF. Agencies can rely on already distributed cards; there is no need to replace existing cards. The money will not be channeled through WFP's bank account, but WFP (and BLF) must be authorized to load the agencies' money on the WFP card, according to the beneficiary lists provided.</p>	<p>I</p>						

	<p>Work is in progress with NPTP-MoSA to create cards for Lebanese vulnerable (4,800-5,000 HH). The NPTP Project will start 15th of June 2014, planned to reach up to 7,000-7,200 households by the end of the year.</p> <p>In the second half of 2014, WFP is going to realize a pilot with 1,500 beneficiaries in Jordan and Lebanon to study the impact of cash transfers on food security and household's purchasing behavior. <u>Pilot design</u>: 500 HH get e-vouchers (i.e. only to buy food in defined SOPs), 500 HH get unrestricted cash (to be used anyhow/anywhere) and 500 HH will get both e-voucher and cash. Evaluation of data to be expected in early 2015.</p>	I						
Item 6. CaLP support Carla Lacerda	<p>CaLP consultant Carla Lacerda has started her 3 weeks consultancy in Beirut to assist and support the CWG. Any feedbacks, comments, training needs/requests, etc. are welcome and appreciated. All further information on CaLP and cash transfer programming on the fact sheet attached and their website www.cashlearning.org.</p> <p>There is high probability that a CaLP focal point for the Middle East will be assigned.</p>	A						
Item 5. Regional CWG Hannes, UNHCR	<p>Hannes attended a regional CWG meeting in Qobayat (representing Beirut CWG) and was warmly welcomed. First-hand information from Beirut was very much appreciated. There is a mutual need and interest for better communication and the regional CWGs having a voice at central/national level. Contact to the regional CWG in Bekka will be established and regular meetings will be planned with both regional CWGs.</p> <table> <tr> <th>Follow-up</th><th>Who</th><th>By when</th></tr> <tr> <td>Establish contact with regional CWG Bekka, plan visit</td><td>Chair CWG</td><td>29/05</td></tr> </table>	Follow-up	Who	By when	Establish contact with regional CWG Bekka, plan visit	Chair CWG	29/05	F
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Item 6. Updated Cash Actors Mapping Hannes, UNHCR	<p>The update of the Cash Actor Mapping is ongoing. Up to date 8 agencies have contributed with update.</p> <table> <tr> <th>Follow-up</th><th>Who</th><th>By when</th></tr> <tr> <td>Cash actors mapping to be updated and disseminated</td><td>H. Herrmann</td><td>29/05</td></tr> </table>	Follow-up	Who	By when	Cash actors mapping to be updated and disseminated	H. Herrmann	29/05	F
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Item 6. – AOB	No AOB							
Next Meeting	Next meeting will be held on Thursday 29th of May at 2.30pm in LEA building (1 st floor)							

TASKS OVERVIEW

NEW tasks from actual CWG meeting:

Follow-up / Task	Who	by When
Revision of new TOR for M&E TT and presentation to Core Group	B. Belltawn	29/05
Complete draft of INQAL related to Cash Assistance	Core Group	29/05
Establish contact with regional CWG Bekka, plan visit	Chair CWG	29/05
Update on UNHCR UCT (targeting, n° of beneficiaries, starting date/first payment, amount, IPs, etc.)	UNHCR Cash Unit	29/05
Roadmap for implementation of AA recommendations	TT Op Setup	29/05

PENDING tasks from previous CWG meetings:

Follow-up / Task	Who	by When
KDS final report (incl. review/feedback of TT)	KDS	20/06
TOR for CWG and bodies: first draft for presentation to CWG Core Group	CWG chair	29/05
Cash actors mapping to be updated and disseminated	H. Herrmann	29/05
Winterization impact study: finishing data collection and presenting results	IRC	June
Winterization PDM: options for data analysis and presentation of results	UNHCR	June

Participants (participants who signed attendance list)

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