



Meeting Location	UNHCR – Lea Building	Meeting Time	10:00 A.M
Chair person	Jean-Nicolas Beuze Acting Deputy Representative	Meeting Duration	2 hrs
Minutes Prepared by	Lara Techekirian -Inter-agency Coordination Associate		
Purpose of Meeting	<ol style="list-style-type: none"> 1. Assessment Approval Process 2. The World Bank socio economic study 3. IM shelter presentation 4. Concept on core groups & Prioritization of activities 5. AOB 		

Summary of discussions and action points

1.	Assessment Approval Process by Malcolm Johnstone- IM officer
	<ul style="list-style-type: none"> ▪ The Assessment WG discussed a new tool to enhance information sharing among agencies ▪ The Assessment registry is developed to record planned, on-going and completed assessments led by agencies involved in the humanitarian response ▪ The goal of the assessment is to facilitate the planning process of future assessments in order to improve coordinated activities and avoid duplication of information ▪ IM Assessment WG factsheet and Guidelines on how to use the assessment registry were distributed to participants.
2.	The World Bank socio- economic study by Rhonda Gossen- Senior Humanitarian/Development Advisor
	<ul style="list-style-type: none"> ▪ A concept note of the world bank study regarding Impact of Syrian conflict on neighboring countries was presented ▪ Aim of the study is to assess the socio-economic and living conditions of a representative sample of Syrian refugees in host communities and to put in place a comprehensive strategy to mitigate negative impacts in the immediate and longer term ▪ The preliminary results will be finalized in September and the initial study will be shared in December 2014.
3.	IM shelter presentation by James Leon-Dufour - IM officer
	<ul style="list-style-type: none"> ▪ A map was presented for analyzing coverage based on Activity Info and available data ▪ This tool will help to improve reporting and to strengthen coordination ▪ Discussion was made on how to use available data and to best help and support at the field level. ▪ Action point: Think collectively about what data are needed that way the IM tools can adapt to programming



4.	Concept on core groups & Prioritization of activities by Jean-Nicolas Beuze- Acting Deputy Representative
	<ul style="list-style-type: none"> ▪ Discussions were made to have only core group meeting in Beirut, this will increase presence of coordination in the field ▪ Meetings were considered to be information sharing on the operational context or agency activities, and the development of common strategies ▪ Based on LHIF & IA surveys, improvement is needed on the quality of meetings: Meetings should be less information sharing and more strategic and emphasis should be on fields ▪ The involvement of the relevant other leads such as NGOs, UN agencies or Government counterpart must be ensured ▪ Partners were reminded to articulate prioritization of activities and funding requirements ▪ Planning for 2015 - new terminology is being suggested regarding regional response planning, it is referred to - the Regional Resilience and Response Plan (3RP)-better definition of the term resilience was requested in accordance with National plans. ▪ Action point: Feedback will be given on short reports with regards to core groups
5.	AOB
	<ul style="list-style-type: none"> ▪ Plans to conduct a nationwide Collective Site Management and Coordination are underway with UNHCR, DRC and NRC. A concept note on the same has been drafted. ▪ Trainers will be drawn from in-house resource persons that have attended training of trainers in coordination with Camp Management and coordination at the global level. ▪ Action point: Groups are encouraged to meet outside the Inter-Sectoral Meeting to communicate ▪ Action point: Capacity building and training, in coordination with field offices, are being planned

Attachments

Document	Location
Assessment Approval Process	http://data.unhcr.org/syrianrefugees/admin/download.php?id=6456
IM Shelter Presentation	http://data.unhcr.org/syrianrefugees/admin/download.php?id=6457