



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

### Summary of discussions and action points

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

4.	<b>Concept on core groups &amp; Prioritization of activities by Jean-Nicolas Beuze- Acting Deputy Representative</b>
	<ul style="list-style-type: none"> <li>Discussions were made to have only core group meeting in Beirut, this will increase presence of coordination in the field</li> <li>Meetings were considered to be information sharing on the operational context or agency activities, and the development of common strategies</li> <li>Based on LHIF &amp; 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</li> <li>The involvement of the relevant other leads such as NGOs, UN agencies or Government counterpart must be ensured</li> <li>Partners were reminded to articulate prioritization of activities and funding requirements</li> <li>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.</li> <li><b>Action point:</b> Feedback will be given on short reports with regards to core groups</li> </ul>
5.	<b>AOB</b>
	<ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li><b>Action point:</b> Groups are encouraged to meet outside the Inter-Sectoral Meeting to communicate</li> <li><b>Action point:</b> Capacity building and training, in coordination with field offices, are being planned</li> </ul>

## Attachments

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