

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes & Action Points
Sunday, 3 April 2016 • UNHCR Office, Amman



Agenda

- Jordan Humanitarian Fund (by OCHA)
- Inter-Agency Gender Capacity Advisory update (by Senior GenCap Adviser)
- Services Advisor
- ActivityInfo Reporting
- Inter-Agency Financial Tracking
- AOB

1) Jordan Humanitarian Fund (by OCHA)

ISWG in consultation with sectors chairs prepared a document including suggested priorities for the Jordan Humanitarian Fund call for proposal. <http://data.unhcr.org/syrianrefugees/download.php?id=10583>

OCHA held their Advisory Board meeting on 30 March. The Advisory Board agreed that the ceiling of the call amounts to a maximum of USD 5 million with two windows: one for Jordan and a second for southern Syria. The projects to focus on four sectors; Basic Needs, Shelter, Health and Protection. Nevertheless, projects from other sectors might be considered, if they demonstrated priorities of the fund. The essential criteria are as follows. 1. Meeting critical needs in areas where NGOs have comparative advantage over UN agencies; 2. Critical gap filling (firefighting); 3. Emergency Response - Sudden change in context; and 4. Impact: avoid overstretching the resources of the Fund.

Projects received will be reviewed and scored by technical committees of each sector working group. Projects with high scores will be further reviewed by GenCap Advisor to ensure gender sensitivity. OCHA will provide NGOs with feedback on the rejected projects, as agreed with Jordan INGO Forum. The budget allocated is not restricted per each sector; it depends on the projects and the reflection of needs and gaps. The maximum duration of a project is 6 months.

2) Inter-Agency Gender Capacity Advisory update (by Senior GenCap Adviser)

The Inter Agency Gender Capacity Advisory was presented to update on the continued need and current opportunities for gender mainstreaming in the refugee response. The selection of Jordan as one of the four countries to review the IASC Gender Handbook was one of the notable results, in addition to the increased use of the Gender Marker in planning and reviewing refugee response plans and proposal. Lessons learned from previous practices, the gaps/challenges and a way forward have been presented and discussed. For further information, please find attached power point presentation. GenCap Adviser will continue to support gender analysis for each sector in coming weeks.

3) Services Advisor

The latest version of Services Advisor taxonomy was prepared in consultation with sectors chairs. It will be circulated for further review. Admin level and 4Ws are currently reflected on the Services Advisor; amendments and updates can be incorporated in the system, if needed. The Service Advisor will be launched by 20 April. Training session for each sector working group and area-based coordination will be conducted in April – May accordingly.

4) ActivityInfo Reporting

The deadline for reporting March activities is 8th of April. Partners can enter and edit the data for January and February to enable an accurate quarterly report and to provide an overview of progress against the target for each sector for the 1st quarter. The modification/improvement of the current dashboard will be discussed further with sector chairs.

5) Inter-Agency Financial Tracking

Inter-Agency Financial Tracking for the first quarter is due in April. Partners will receive a template for the reporting. The deadline for submission is 14th of April. The financial tracking at the level of sub-sector working group was also requested.

6) Updates and AOB

- The first meeting of the Livelihoods Working Group was held on 29 March as the government policy towards livelihoods activities for Syrian refugees seems to have shifted after the London Conference. A draft ToR for the group was circulated for review. The inter-linkage of the Livelihoods Working Group with other sectors will be discussed further. The working group will elect a NGO co-chair. Occupation and education overviews were provided to the participants. Inter-agency Information Sharing Portal for the Livelihoods Working Group was created, where relevant documents are posted.
http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=73
- Participants requested information on the JRP mid-term review. Inter-Sector Coordinator will follow up with MoPIC for a tentative time frame.
- Protection Sector provided an update related to the urban verification. Currently the document return process would resume shortly, after the completion of administrative process on documents at Rabaa Sarhan.
- The Prevention of Sexual Abuse and Exploitation Focal Points Network is in the process of developing an inter-agency community based complaint mechanism. The draft protocol has been prepared with consultation with refugees in several locations and with the support of partners who responded to surveys in November.

ACTION POINT	RESPONSIBLE	By When?
Circulate the latest version of Services Advisor taxonomies with sectors chairs	Information Management Team	Tuesday, 12 th of April
Update data on ActivityInfo for reporting	All ISWG members	Friday, 8 th of April
Report on the financial tracking – funds received for the first quarter	All ISWG members	Thursday, 14 th of April
Follow up with MOPIC on revision of JRP	Inter-Sector Coordinator	Sunday, 10 th of April

List of Participants:

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The next Inter-Sector Working Group meeting will take place on Sunday, 8th of May 2016 at 2.00 pm at UNHCR EMOPS room.