

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes & Action Points

1st November 2015 • UNHCR Office, Amman



Agenda

- Action Points from Previous Meetings
- Update on JRP/3RP appeal
- ERF Update
- PSEA Network
- Common Advocacy Messages
- RAIS Migration
- Inter-Sector Linkages / Half-Day Retreat
- AOB

1) Action Points from Previous Meeting

ACTION POINT	RESPONSIBLE	STATUS
UNHCR to circulate Guidance Notes on the 3RP appeals process, including on criteria to be applied and a step-by-step for Activityinfo, by the end of September	Inter-Sector	COMPLETED
On inter-sector linkages: 1) Share and discuss the Linkages document with their sectors members; 2) The sector will then identify a reduced list of priority areas, as well as volunteers from within the sector to follow up; 3) Depending on the priority, organize bilateral meetings, or broader thematic meetings between more participants.	Sector Chairs	1) and 2) by the next ISWG meeting in October; 3) by November. PENDING
VAF Team to share paper with questions for sectors to consider on operationalizing the VAF. Sectors to discuss within sector and respond by 30 th September	VAF Team Sector Chairs	By 8 th September By 30 th September PENDING
Sector Survey: UNHCR to share sector specific comments and scores; sectors to discuss with sector members; UNHCR to finalize final Survey report	Inter-Sector / Sectors	By next ISWG COMPLETED
Sector chairs to contact Jennifer Gulbrandson on participation in upcoming Referrals Workshop	Sector Chairs	By 10 th September COMPLETED

UNHCR to provide a brief on trends re: Syria refugees/crisis in Europe at next ISWG	UNHCR	At next ISWG PENDING
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For the Pending items:

- The Inter-Sector linkages were discussed further down the agenda
- On the VAF operationalization, Sector chairs were asked to insert this point on their next Sector meeting agenda, with support from the VAF Team, as required.
- On the trends of movements to Europe, UNHCR noted that some powerpoints had already been shared, and that additional FAQ / Q&A document can be shared with more updated information.

DRC briefed on the recent Referral workshop. One of the main conclusions was to propose a new referrals meeting in Amman, for Amman governorate, on a similar format to those in place in Irbid and Mafrq.

2) Update on 3RP / JRP Appeal

The inter-sector coordinator thanked all members for their efforts in the 3RP appeal process that is now at conclusion level. The latest results were presented to the IATF presentation on 29th October, and shared with the ISWG. The results will also be presented to MoPIC on 4th November 2015.

A key issue is to make sure the appeal budgets are below the JRP budgets at the project sheet output level. There are still some sectors with outputs higher than the JRP, which will be addressed in the next two days. The system is still open until Monday 2nd November at noon.

The target figures for each indicator were also discussed. Given that Activityinfo sums-up the indicators for each partners' entries, there may be some indicators at the output level that are too high, and need to be rationalized. The Inter-Sector coordination will do an initial rationalization, and then send the matrices back to sector chairs by Monday late morning for a review.

3) Emergency Response Fund (ERF) / Humanitarian Pooled Fund (HPF)

OCHA provided an update on the ERF, which has now transitioned to the HPF. The implication of the change is that there is more flexibility in the scope of projects that can be funded. OCHA noted that there had been concerns raised by the INGO forum on how the previous ERF's had been managed. There were three areas of concern: 1) inappropriate technical reviews of the projects, in one case by one person; 2) that the link between the technical review and the review board was often unclear; and 3) that there was poor or limited communication with partners on the results of the ERF, including where a partner had not been approved and for what reason. The basic theme was a need to improve on transparency/communication, as well the linkages between the various review stages.

ISWG members asked to receive the list of projects that had been approved, noting that this had not been shared back with the sectors. The Health Sector noted that there had been one project in particular that had been strongly recommended at the technical review level, but was finally not approved. The Inter-Sector Coordinator underlined that many of the problems with the management of the previous ERF submissions were at the Review/Advisory board, rather than with the sectors.

OCHA proposed a more detailed discussion in the next week with both sector chairs and review board members to take stock and address any additional concerns.

It was agreed that within one week – by Sunday 8th November – Sector would submit to the Inter-Sector level an updated list of priorities, based on the Mid-Year Priorities document, but with more limited or specific scope to match the criteria of the HPF. The Inter-Sector Coordinator will formulate a 'short-list' of sectors and priorities, for review by the Sectors.

4) PSEA network

The SGBV sub-working group chair provided some background on the Prevention of Sexual Exploitation and Abuse (PSEA) network, linked to the implementation of the Secretary- General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (2003) in Jordan. The PSEA is focused on the Refugee Response in Jordan, and is the primary body for awareness, prevention, coordination and oversight on protection from sexual exploitation and abuse by international and national personnel of the entities providing humanitarian services to refugees. The network includes 25 focal points in 25 organizations. A series of complaints mechanisms have been set up to which refugees have access.

A survey is being conducted in order to update the mapping of PSEA mechanisms within the refugee response. The survey questions were presented, and should be filled out by managerial staff of humanitarian agencies delivering services to refugees who are aware of the agencies' complaint and response/investigation mechanisms (e.g. officially designated Focal Points for Protection from Sexual Exploitation and Abuse (PSEA), Country Director/Deputies, Human Resources Officers, etc.). The deadline for completing the survey is 15th November 2015.

There will be a follow up meeting on Tuesday 10th November at 0900 on community based complaint mechanisms.

5) Common Advocacy Messages

At the recent IATF, a request was made to update the common advocacy messages document, especially in relation to the border. A dedicated meeting will follow later this week with the small group who developed the original document. This is also an opportunity to update the sector specific advocacy points. The latter will be shared for review with the sectors.

6) RAIS

We are now moving from Rais version one to version two this is an important aspect in winterization, If you have any question or concern about RAIS please forward to Volker Schimmel (Schimmel@unhcr.org) and his team.

7) Update on Inter-Sector Linkages/Planning of Half-Day Retreat

The action points above were reviewed. Sector chairs reported back on how far they had moved ahead with the process. For instance, WASH and Shelter had created a task forces within their sectors to examine the prioritized linkages.

Approved by ISWG 111115

A half day ISWG meeting will be called on Wednesday 2nd December, dedicated to inter-sector linkages. Sector chairs should be prepared to present on progress so far.

ACTION POINT	RESPONSIBLE	By When?
3RP : Deadline for revisions ; Inter-Sector to revise Targets	Sector Chairs	2 nd November
Review and update the Programme Priorities document, for the ERF (or the new HPF). Please remember to be very specific – perhaps highlighting in red those priorities that should be tackled first. Inter-Sector will work on highlighting some key sectors or interventions that should be considered an overall priority/with funding gaps, and send to ISWG for comments.	Sector Chairs Alex Tyler	By Sunday 8 th November
PSEA: Highlight to partners the PSEA survey with deadline of 15th November to complete for each organization	Sectors Chairs	By 15th November
VAF: Initiate discussions on how the VAF can be, or is being applied within your sector. Kate and Volker are available to support as needed.	Sector Chairs	By next ISWG
The inter-sector linkages document: Will hold a specific retreat on inter-sector linkages on Wednesday 2nd December. 1) Share and discuss the Linkages document with their sectors members; 2) The sector will then identify a reduced list of priority areas, as well as volunteers from within the sector to follow up; 3) Depending on the priority, organize bilateral meetings, or broader thematic meetings between more participants	ISWG/ Sector Chairs	By 2nd December

List of Participants:

Name	Sector / Position	Email
Bertrand Blanc	CP	Blanc@unhcr.org
Alex Tyler	Inter Sector	Tyler@unhcr.org
Pilar Romero	WASH	pilar.romero-ardoy@acted.org
Ayub Ahmed	WASH/Shelter	ahmeda@unhcr.org
Volker Schimmel	Basic Needs	schimmel@unhcr.org
Nicole Carn	Food Security	Nicole.carn@wfp.org
Esmail Ibrahim	WASH	eibrahim@unicef.org
Mohammed Abdel-Al	Shelter	abdelal@unhcr.org

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Farrukh Mirza	Education	Fmirza@unicef.org
Kaleem ur Rehman	Inter-Sector	rehmank@unhcr.org
Leana Islam	Youth	lislam@unfpa.org
Jean- Laurent Martin	Inter- Sector	martin@unhcr.org
Karen Whiting	Protection	whiting@unhcr.org
Lamia Rantissi	WHO/Health	rantissil@who.int
Jennifer Gulbrandson	Protection	Jennifer.gulbrandson@drc-jordan.org
Ann Burton	UNHCR/Health	burton@unhcr.org
M. Rafiq Khan	UNICEF	mrkhan@unicef.org
Noha Gibreel	Health/ Food Security	gibreel@unhcr.org
Ana Belen Anguita Arjona	SGBV SWG	anguita@unhcr.org
Amani Salah	OCHA	Salah1@un.org
Sarah Muscroft	OCHA	Muscroft@un.org
Annika Hampson	Shelter	annika.hampson@nrc.no