

## Rakhine CCCM Cluster Coordination Meeting

### Minutes

Date: 4 September 2013

Time: 16.00 – 17.30 hrs.

Venue: UNHCR Office, Sittwe, Rakhine State

Participants: UNHCR, DRC, LWF, SCI, RI, SI

Agenda item	Discussion	Action/Actor	Due Date
1. INTRODUCTIONS  Minutes of the last meeting	CCCM drafted protocol/methodology for camp election; English version has been shared with the Gov't, but not yet in Myanmar language	<b>CCCM</b> to translate and share with the District Commissioner camp election document	<b>Next Cluster meeting</b>
2. OPERATIONAL UPDATES			
-Restructuring of the camps, roles and responsibilities	Proposed Government changes to the naming system for IDP Camps in Rural Sittwe is likely to be approved by the Chief Minister as submitted by the Ministry of Development Affairs/DRD, 27 <sup>th</sup> of August.  For CCCM, division of roles and responsibilities in OTG camps will be assigned according to the new administrative units (OTG South – LWF, OTG North – DRC).	<b>CCCM</b> to continue follow up for final approved version of camp layouts	<b>On-going</b>
-CCCM training	CCCM introductory training/orientation are confirmed as previously scheduled:  -5-6 September for (I)NGO staffs  -7 September for Government (District “Camp Management Committee”)  -Agenda has been circulated.  -7 September, Head of Agencies are invited to join reception ceremony with Government, after the		

	orientation day.		
-Future Government infrastructure in IDP camps	<p>The needs for supporting camp infrastructures in the IDP camps of rural Sittwe have been shared in form of table including total needs, existing infrastructures, proposed construction by the government and gaps.</p> <p>Camp Management infrastructures include:</p> <ul style="list-style-type: none"> <li>-Security Offices</li> <li>-Camp Management Offices</li> <li>-Warehouses</li> <li>-Multi-purpose buildings/small</li> <li>-Multi-purpose buildings/large</li> </ul> <p>Infrastructures needs of other sectors such as education (CFS/TLS) and health (temporary clinics) not included in the camp management list.</p> <p><b>SCI</b> informed warehouses are not a priority at the moment in the camps they manage</p> <p><b>DRC</b> highlighted the proportion 1:50 for construction of additional infrastructures (especially for CMO) might not be appropriate/too high; need of additional MPBs should be considered.</p> <p><b>Partners</b> generally agreed CCCM should not construct warehouses on behalf of WFP and concerns have been largely raised on the use/position and ToR of the Security Offices.</p>	<p><b>CCCM</b> to request the presence of Shelter Cluster Coordinator for revising list of infrastructure, taking into consideration CM inputs</p>	<b>Next Cluster meeting</b>
- Other townships	<p><b>-UNHCR</b> pointed out urgent need of tackling widespread open defecation practice in Nget Chaung.</p> <p><b>-SCI</b> informed 450 individuals left Sin The Maw for Sittwe in the previous 3 days; the movement was likely driven by multiple factors, including the perceived poor quality of the new shelters/WASH facilities. SCI and DRC will have sensitization campaign about shelters, next week</p> <p><b>-RI</b> highlighted that several IDPs from Meybon moved to Pauktaw, but still receiving food in Meybon. Recommendation for WFP to update distribution lists according to actual place of stay of the IDPs.</p>		
3. INFORMATION MANAGEMENT			
i. Camp List	-Disaggregated data collected by partners through HH survey, will be incorporated in the next month camp		

ii. 3WWW	list/statistic  -3W matrix will be removed from the CCCM camp list/statistics in order to avoid overlapping with other Clusters.		
4. ANY OTHER BUSINESS / SUGGESTIONS / AGENDA ITEMS FOR NEXT MEETING	<p>-DRC highlighted through CCCM, the need of acquainting more clarity and transparency on food distribution practices/SOP in Sittwe rural camps.</p> <p>The importance of getting as soon as possible the schedule of the food distribution has been also stressed.</p> <p>-DRC pointed out the need of having a map/organizational chart of government departments. UNHCR and OCHA are working on such document together, but yet not circulated.</p> <p>-DRC informed that the HH survey will be jointly conducted in BDP camp, in cooperation with SI. Furthermore, DRC informed the 60 shelters previously under BDP, now part of OTG North, have been occupied and stressed need of verifying which groups moved into those long houses.</p> <p>-DRC informed the agency will not be represented in the next Cluster meeting due to internal coordination meeting at national level/NPD.</p>	CCCM to raise the issue in the first ICC meeting with WFP present	
5. DATE / TIME / PLACE OF NEXT MEETING	<b>Wednesday 11<sup>th</sup> September, 16:00, UNHCR Office</b>		