

Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS meeting Room UNHCR Khalda	Meeting Date	2.10.2017
Facilitator	Harry Brown (UNHCR) Joe Berg (WRG)	Meeting Time	2.00– 4.00 pm
kMinutes Prepared by	Ruba Saleh (UNHCR)		
Purpose of Meeting	Regular/Monthly Meeting		

1.) Summary of action points

No.	Action Point	Focal Point / Organization
1.	Harry Brown (MEB focal point) to share the consolidated data with the Inter Sector Working Group (ISWG) for validation by Mid Oct.	Harry Brown/ UNHCR
2.	WTF partners who did not share their input in the winterization matrix to submit their input by 5 Oct COB	WTF partners
3.	WTF partners to share their winterization intervention PDM template with by Thursday 5th of Oct	Anna Gaunt/ UNHCR
4.	Organizations interested to join the Harsh Weather Condition (HWC) task force are should contact the HWC task force focal point Luca Sangalli (bn.jordan@intersos.org)	WTF partners
5.	BNWG partners to respond to the Jordan Refugee Response Sector Performance Survey (2017) survey, The survey will be closed by Thu 5 Oct.	BNWG partners

2.) Session Summaries

Item	Discussion
Update on MEB 2017	<ul style="list-style-type: none"> - The Review of 2017 MEB is almost final. Harry Brown (MEB focal point) will share the consolidated data with the Inter Sector Working Group (ISWG) for validation by Mid Oct. - The updated calculation of the MEB 2017 will be shared with all partners in order to support the partners budgetary planning for the Inter-Agency appeal.
Market survey update	<ul style="list-style-type: none"> - UNHCR started the process of conducting a Multi-sector Market Needs Assessment along with a task force consist of IOCC, CARE, WRG, Medair and NRC. A steering committee formed by the coordinators of Basic Needs, Shelter, and Food Security sectors will support the process.

	<ul style="list-style-type: none"> - The market assessment survey will be conducted in eleven markets that have been selected in areas with high Syrian refugees' population. The task force members will conduct 56 interview and around 6-10 key informant interview. - The task force will aim to produce the first draft by Nov and to produce the final market assessment report by Dec 2017.
JRP update	<ul style="list-style-type: none"> - The JRP Dead Sea workshop was conducted during 24-26 Sep 2017. Social protection Task force led by Ministry of Social Development (MoSD) worked on the narrative component (sector response plan) and the project summary sheet of the social protection sector (including basic needs projects). - The proposed project summary sheet includes three basic needs projects under refugee pillar (REF) and four basic needs projects under resilience pillar (RES). - MoSD will submit the project summary sheet to MoPIC by Thu 5 Oct. meanwhile the preparation of the 3RP Inter-Agency appeal will start by conducting trainings on activityinfo planning database. - The planning database will be open for partners to submit their entry during the week of 8-12 Oct. The Inter-Agency coordination unit will share an email to announce the opening of the database and the deadline for submission.
Winterization Task force update	<ul style="list-style-type: none"> • Winterization 2017-18 intervention Matrix: <ul style="list-style-type: none"> - Winterization partners shared their inputs on the winterization 2017-18 intervention matrix. The partners input along with information extracted form RAIS will be used to create a winterization dashboard. - UNHCR announced receiving funds for winterization assistances in urban and camps. UNHCR targeting & prioritization criteria to be finalized during next week. It was agreed that UNHCR will share information regarding the number of cases and the planned type of assistance (Tier 1 / Tier 2) in the next WTF meeting. - Partners who did not share their input in the winterization matrix were encouraged to submit it by 5 Oct COB, in order to present the available information to the donors meeting that will take place in mid Oct. • RAIS Winterization Module: <ul style="list-style-type: none"> - UNHCR will provide training on the winterization and coordination modules. Partners MoU will be reviewed before the training in order to allow for any necessary adjustment. - The RAIS training will be scheduled during the second week of Oct, afterword the organizations will be able to start booking their winterization cases on RAIS. The modality of coordination between UNCHR and WTF partners will be outlined in the next WTF meeting. • Winterization PDM task force: <ul style="list-style-type: none"> - In order to support the process of harmonizing the questions used by the winterization partners during the PDM exercise thus allowing for better analysis following the winterization intervention, the WTF partners were encouraged to share their winterization intervention post distribution monitoring (PDM) template with Anna

	<p>Gaunt (GAUNTA@unhcr.org) by Thursday 5th of Oct. Further follow up will take place in the coming WTF meetings.</p> <ul style="list-style-type: none"> • MoPIC support letter: <ul style="list-style-type: none"> - The WTF agreed to submit two-support letter to MoPIC, one by end of October and the second one by Mid November. Partners will be required to share the winterization project name, JORISS number and date of project submission in order to be include in the support letter. • OCHA/ JHF call for proposal <ul style="list-style-type: none"> - Basic Needs/winterization technical committee have reviewed the winterization proposals received under the basic needs sector and the recommendations were sent to OCHA. the advisory board of OCHA will meet on 5th of Oct and we except the result to be shared within two weeks • Harsh Weather Conditions (HWC) task force: <ul style="list-style-type: none"> - The winterization task force will continue to have a Harsh Weather conditions task force led by INTERSOS. Organizations interested to join the Harsh Weather Condition (HWC) task force are should contact the HWC task force focal point Luca Sangalli (bn.jordan@intersos.org)
AOB.	<ul style="list-style-type: none"> - The Inter-Agency coordination launched the Jordan Refugee Response Sector Performance Survey (2017). The purpose of this survey is to get feedback on the current performance of coordination group. BNWG partners were encouraged to respond to the survey, as this survey will give the sector participants a chance to express their views about the Basic Needs sector. The survey will be closed by Thu 5 Oct. - The winterization task force meeting will take place on Monday 16th of Oct from 11.00 am to 1.00 pm at the UNHCR EMOPS conference room - The Next BNWG meeting to take place on Monday 6th of Nov from 2.00 pm to 4.00 pm at the UNHCR EMOPS conference room.

List of Participants

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