



Inter-Agency
Coordination
Turkey

Basic Needs Working Group

Meeting Minutes

Time & location:	25 September 2017, UNHCR Office, Istanbul
Chaired by:	Hilary Bowman (UNHCR) and Dina Morad (WFP)
Participants:	Hilary Bowman (UNHCR), Dina Morad (WFP), Ozgecan Atasoy (UNHCR), Ezgi Karaoglu (ASAM), Seyda Can Yilmaz (ASAM), Abdullah Alani (WFP), Ezgi Tutkal (HRDF), Ezgi Al Qassab (Samaritan's Purse), Seyma Demirlikan (TRC), Ahmet Furkan Sevinc (Karitas), Nuran Kizilkan (Mavi Kalem), Nidjad Khamedov (AAR Japan), Sahnur Soykan (WFP)
Minutes prepared by:	Sahnur Soykan (WFP)
Agenda:	<ul style="list-style-type: none">○ Welcome and introduction of the new UNHCR BNWG Coordinator○ Review of the action points from the last meeting○ 3RP Revision Process and next steps○ Updates from Winterization Task Force and Presentation on UNHCR Winterization activities○ AOB



AGENDA POINT	DISCUSSION	ACTION POINTS
Welcome and introduction of the new UNHCR BNWG Coordinator	Chair(s) welcomed group participants. Hilary Bowman has been appointed as the new Basic Needs working Group Coordinator (UNHCR). She introduced herself to the partners.	
Review of the action points from the last meeting	Action points were reviewed as follows: <ul style="list-style-type: none">○ Transition from Basic Needs to Livelihoods: In the last BNWG meeting it was planned to have a conversation with Iskur. Since we are in the middle of the 3RP process, it will arrange it as soon as this process is concluded.○ Cash Gap Analysis Workshop: A two-day workshop was held in Gaziantep. The first day focused on barriers to accessing the ESSN, including registration to DGMM, registration with civil registry, etc. The second day looked at community-based targeting.○ CCTE update: Burcu Uzer is assigned as a CCTE focal point for Istanbul. You can reach her at buzer@unicef.org and 0530 490 8233. CCTE materials can be requested via UNICEF focal point.	
3RP Revision Process and next steps	2018 Planning and making rough estimates for 2019 <ul style="list-style-type: none">○ 26 September: Meeting specifically on 3RP to work on the first draft Basic Needs narrative. (Needs/Activities/Indicators/Targets)	



	<ul style="list-style-type: none"> ○ 29 September-(Gaziantep and Istanbul) - 2 October (Izmir and Urfa): 4 consultative field workshops with all actors will be held to better identify the needs of the people of concern. ○ 29 September: Submission of the 1st draft for translation ○ 4 October: 1st draft will be shared with Government counterparts ○ 11 October: 2nd meeting with the Government where sector strategies will be presented and endorsed by Government. ○ 12-18 October: Partner Budget Submissions ○ 20 October: Draft sent to Gov. counterparts ○ 26 October: Stakeholders roundtable for 3RP endorsements. ○ 31 October: Draft will be shared with Amman 	
<p>Updates from Winterization Task Force and presentation on UNHCR's winter activities</p>	<ul style="list-style-type: none"> ○ Winterization Task Force, Turkey Refugee Response Advocacy Note was shared with the partners. According to this note, the Winterization Task Force strongly recommends that winter assistance be delivered to vulnerable refugee HHs in 2017/18, based on identified needs and harmonized targeting standards detailed in inter-agency Standard Operating Procedures (SOP). ○ Due to high level of inflation, families are unable to accumulate savings which might enable to cover their winter costs. The 2016/7 PDM report found that 81 per cent of households were not in a financial position to fulfill their winter needs and were thus dependent on the provision of winterization assistance. Therefore, the vulnerable families need to be supported with winterization assistance. ○ ESSN beneficiaries' inclusion to the Winterization Programme: ESSN beneficiaries will not be excluded, but not be prioritized. TRC Duplication Matrix helps to cross-check the beneficiaries. Currently it takes three 	<p>The following documents will be distributed:</p> <ul style="list-style-type: none"> ○ Winterization 4Ws ○ Winterization Task Force Advocacy Note ○ Standard operating procedures for the winter assistance 2017 - 2018 ○ Presentation on UNHCR 2016-2017 Winterization, plans for 2017-18



	<p>days to get a response from TRC. TRC is prepared with its capacity to be able to respond to the winterization partners on time.</p> <ul style="list-style-type: none">○ In terms of modality of the assistance, unrestricted cash is more suitable. Transfer amount will depend on the size of the family and shelter conditions.○ Highlights from the presentation on UNHCR's winter activities:<ul style="list-style-type: none">○ 2016-2017: Objective was 108.000 Households (96.000 Syrians and 12.000 non-Syrians)○ 2017-2018: This year, UNHCR is adding the ESSN cross-checking. In order to prevent duplications, UNHCR will exclude HHs under ESSN from winter support. TRC now has a platform for cross-checking of overlaps. Overall a minimum 58.000 Syrian households and 8.000 non-Syrian households are targeted.○ Cash withdrawal option will be available this year. New cards will be issued as well.○ Problems observed last year in the field were i) Language barrier: Communication problems with PTT staff members. ii) crowd management: Large crowds at the small PTT branches created big crowds and long In order to avoid unnecessary crowd, paydays will be avoided (retirees etc.) and iii) IT System problems: Bank software was not adapted to UNHCR caseload.○ The assistance is spent mostly for food and grocery, clothing and precious metals (gold) for saving and immediate cash purpose. In total 24 million USD funds were distributed in 2016-2017.○ Process of Winterization Assistance: Regarding the process of cross checking; after receiving certain amount of data, we will send it to TRC.	
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	<ul style="list-style-type: none">○ 10th October is the deadline to data collection for partners. Beginning of November is the planned calendar for the project to start.○ Only HRDF and ASAM are planning to do winter related activities as UNHCR partners in Marmara Region.○ The MEB is the SET calculation.○ For UNHCR winterization, households with pre-registration IDs can be accepted. For MERNIS registration, UNHCR winter support does not include MERNIS registration as a criteria.○ This year, UNHCR in coordination with WFP and other agencies are planning to better coordinate around communication to beneficiaries on the winterization cash programme and the ESSN.	
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