

Date/time/venue	Thursday, 07 November 2019, 11:30 – 13:00, UNHCR EMOPS Conference Room
Attendees	Inter-Agency Coordination Unit [IACU], Sector Gender Focal Points from WASH, Livelihoods and Basic Needs.

1. 2019 Work Plan vs Progress / end-year evaluation exercise

Following the introduction of the agenda and welcome remarks to the participants, the sector gender focal points shared their feedback on the SGFPN 2019 Work Plan as follows:

- **Monitoring and Analysis:**
 - It was suggested that some of the activities should be replicated 2020;
 - More emphasis on GEMs, in addition to including more members especially people from Program and Monitoring and Evaluation;
 - The SADD data should be used for Gender analysis within respective organizations;
 - The Work Plan only goes into sector with no specific organizational actions;
 - There are no specific gender standards for organizational performance.
- **Applying Gender with Age Marker:**
 - For new members the introductory and refresher sessions are great and should be maintained in 2020 Work Plan;
 - For senior network members this should be taken further (i.e. ToT, field level training for field staff and for the sector chairs and co-chairs).
- **Capacity Building:**
 - To be discussed further in December's meeting and develop capacity building plan.
- **Resources Sharing:**
 - All activities should be maintained for next year but needing further discussions with the partners.
- **Coordination:**
 - All activities should be maintained for 2020.

2. Preparation for the SGFPN meeting on 5th December in Zaatari camp

SGFPN is planning to host its next regular monthly meeting in Zaatari camp. The meeting will be coincident with the 16 Days of Activism campaign to promote a more participatory approach and to meet refugees in the camp. The meeting will be held on December 5th.

Save the Children is planning activities in Zaatari camp at the same date during the 16 Days of Activism.

3. AOB

Participants suggested to have a backup for each sector and promote more active participation for next year.

Action Points:	Responsible	Deadline
Coordination to share the "Comparative Table 2019 Work Plan vs Progress" for information and to seek further inputs.	IACU	With the MoM
Participants have to confirm their attendance for logistical proposes by Wednesday, 20 November COB. Regarding access and transportation to the camp, participants has to arrange within their own organizations.	IACU	20 November COB

Next Meeting

Next SGFPN meeting will be on 05 December 2019 from 9:00 to 15:00 at Zaatari Camp