

## Basic Needs Working Group / Winterization Task Force Meetings Amman - Jordan

<b>Meeting Location</b>	Virtual meeting	<b>Meeting Date</b>	2nd August 2021
<b>Co-Chairs</b>	Veena Krishnamoorthy (UNHCR) Alina Mihai (IOM)	<b>Meeting Time</b>	14:00 – 15:00 hrs.
<b>Minutes Prepared by</b>	Saud Al-sakr (UNHCR)		
<b>Purpose of Meeting</b>	Basic Needs Monthly Meeting		
<b>Agencies attending</b>			

### 1.) Summary of action points

No.	Action Point	Focal Point / Organization	Time frame
1.	Partners who are interested in joining the MEB or winterization task force are encouraged to send their interest to sector co-chairs Veena and Alina.	All the interested partners	-

### 2.) Session Summaries

Item	Discussion
<b>Survey's results</b>	<ul style="list-style-type: none"> <li>- The results of the survey sent earlier to identify                             <ul style="list-style-type: none"> <li>o Interest in joining MEB Task force and/ winterization task force</li> <li>o Topic of interest for BNWG members</li> </ul>                             Was shared with the BNWG members                         </li> <li>- Six organizations (WFP, WVI, IOM, TDH, CARE and UNHCR) expressed interested in being part of the MEB task force, and six organization (JHCO, WVI, IOM, TDH, CARE and UNHCR) expressed interest in joining the winterization task force.</li> <li>- The main topics of interest as per the survey's results are: Health care, localization strategy, targeting the non- Syrian, referral portal and services, VAF, coordination with the CBOs, winterization, alternate cash collector, cash for protection, protection referral, PSEA reporting and coordination with the other sectors.</li> <li>- Partners who would discuss other topics can send the sector's (Veena and Alina) to include it on the next working group meetings.</li> </ul>

<b>MEB Task Force</b>	<ul style="list-style-type: none"> <li>- Brief on the MEB task force has been delivered during the meeting highlighting the next steps that will be undertaken in order to finalize it for this year.</li> <li>- These steps are: identification of data sources which includes the UNHCR home- visits and the assessments that have been conducted by the partners, then conducting data clean up to assure data consistency, conducting analysis of the cleaned data and finally developing the SMEB report.</li> <li>- The time frame to finalize the process will be discussed and determined during the next Task Force meeting.</li> </ul>
<b>Winterization Task Force</b>	<ul style="list-style-type: none"> <li>- Sector chair briefed the attendants on the next steps that will be carried out by the Winterization Task Force The Winterization Task Force is responsible for conducting market assessment, developing the assistance package, recommendation for the package, developing targeting criteria and developing the Winterization standards document. By the end of this month, the first three steps are expected to be finalized.</li> </ul>
<b>FSP Procurement - CCF</b>	<ul style="list-style-type: none"> <li>- Update on behalf of the CCF, in the RFP for Financial Service Provider was released in June, the technical evaluation committee has met in early July to review the proposals and decide on the pass- fail criteria. Another meeting will be held to consolidate the evaluation and will be shared with Regional Bureau and HQ for further evaluation.</li> <li>- Then the results will be shared wit the UNHCR HQ who is responsible on behalf of the CCF to conduct the final technical review, it is expected that the final technical review will be completed by mid September.</li> <li>- After that, the financial proposal review will be carried out by the finance team, which is a multi-function team led by UNHCR, and it is expected also that the negotiation and contracting will be completed by the end of the year.</li> </ul>
<b>VAF &amp; DSA</b>	<ul style="list-style-type: none"> <li>- Additional presentation on VAF will be delivered in Sept or Oct after having the initial results.</li> <li>- Partners are encouraged to reach out the sector co-chair Veena &amp; Alina should they have any question or need any support related to Data Sharing Agreement.</li> </ul>

**Next meeting is on 6<sup>th</sup> September 2021, mean or location of the meeting will be determined later**