**FSBN Working Group - Minutes of the Meeting**

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| **Date** | 13 March 2023 |
| **Purpose of the meeting** | FSBN Meeting |
| **Chair** | WFP, UNHCR, IOM, & TUA |
| **Participating organizations** | CALP Network, Deutsche Sparkassenstiftung fuer internationale Kooperation, GLiTCH, IOCC, IOM, JEPA, Medair, NAJMAH, NRC, TUA, UNHCR, WFP |

**Agenda:**

* Updates on the ToR, Vision, strategy & objectives, and Gender Mainstreaming documents
* Membership Guidelines for the Food Security Basic Needs Working Group
* Updates on JRP/3RP 2023 planning
* Mobile wallets
* FSBN WG way forward

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| **Agenda items** | **Discussion** | **Action points** |
| **Welcome & introductions** | * Welcoming participants and provide a brief on the agenda and housekeeping rules. | * **MoM available on UNHCR’s data portal:** <https://data.unhcr.org/en/working-group/428?sv=4&geo=36> |
| **Updates on the ToR, Vision, strategy & objectives, and Gender Mainstreaming documents** | * Members are encouraged to review the updated version of three key sector documents (“Vision, objectives, and structure”, “Terms of Reference” and “Gender Mainstreaming”). * The documents have been shared with the UNHCR Inter-Sector Coordination unit (Inter-Sector Working Group) for further feedback and alignment with other units. * Member organizations were reminded to send representative to meetings able to speak/take decisions on behalf of your organization. Nominate one reporting focal point and another financial focal point (a backup person). * All implemented activities/programs should be recorded monthly in coordination tools, “Activity Info”, and others. * stay informed about the required reporting content and the status of ongoing planning projects. |  |
| **Updates on JRP/3RP 2023 planning** | * The Jordan Response Plan (JRP) will continue to serve as a fundamental framework in guiding the priorities of the FSBN Working Group. * Given the current global crisis and the need to address critical gaps, it is imperative to showcase Jordan's achievements while remaining cognizant of the evolving context of vulnerability. it is expected that all relevant agencies adhere to the standard of providing high-quality data and well-documented programs to achieve the goals and objectives of the FSB Working Group. Sectors will be asked to review previous projects and indicators, and to develop new SMART indicators. * The expected timeframe from the Inter-Agency unit: * All sectors submit the working group ToRs/strategies by March 16th. * Peer review and document resharing. * Develop the agency plan by the end of March with implementation targeted to begin in April. * Finalize the document by mid-May, and it will serve as the updated Jordan Response Plan (JRP) and be used for advocacy with the government later.   \* Presentation of JRP/3RP will be widely shared | * **3RP website:** <https://www.3rpsyriacrisis.org/> |
| **Mobile wallets** | * Mobile wallets are seen as having multiple advantages. As a sector, we can leverage the mobile wallet beneficiaries have by sharing information among organizations that provide cash assistance. * UNHCR gave brief description of its transition to mobile wallets for basic needs cash assistance. UNHCR has already implemented the modality in camps and covers 40% of the caseload in urban populations. WFP is also rolling out the modality in host communities and will conduct a pilot in camp this April. * If your organization is using or is interested in using mobile wallets, please get in touch and coordinate. Another future meeting which includes technical experts can be scheduled. |  |
| **FSBN WG way forward** | * Monthly meetings will continue every 2nd Monday. * Most organizations present voted for future meetings to be held primarily in-person, with locations to vary. The ideal meeting time is 1:30 -2:30 pm. * Next meeting: **April 10th, 10:30 AM but will be online due to Ramadan (encouraged to use cameras).** |  |