

MEETING MINUTES

Non-Camp Coordination Meeting	
Meeting Subject:	Non-Camp Coordination – Where are we as of today
Time & place of meeting:	UNHCR Conference Room, 30 th October 2013, 1500hrs
Meeting Chaired by:	Roupen Alexandrian, UNHCR
Minutes prepared by:	Sulakshani Perera, UNHCR
Present:	1- Tom Van Nuffelen/ UNESCO 2- Sara Eliasi/ NRC 3- Ailasi McVey/ Relief International 4- Danbaz Hawizi/ UNHABITAT 5- Hejar Zrar/ Triangle 6- Naissant Sebastian/ Triangle 7- Kiki Lentz/ MAG 8- Zach Zanek/ Save the Children 9- Rebecca Cardy/ DRC 10- Nizar Aal-Muhyedin/ UNHCR 11- Jorge Caravotta/ UNICEF 12- Amme de Ferrari/ War Child UK 13- Inge Colijn/ UNHCR 14- Akar Ramad/ REACH 15- Ahmed Sabak/ REACH 16- Zafar Ali Khan/ UNHABITAT 17- Sasha Ali/ UNHCR 18- Andrea Berardi/ ACTED 19- Jason Andrews/ ACTED 20- Susan Martin/ICODHA 21- Mizuho Yokoi/ UNDP 22- Gavin Lim/ UNHCR 23- Vanessa Merlet/ ACF 24- Ali Riazi/ People in Need 25- Lawra Penez/ People in Need 26- Simona Mortonlini/UPP 27- Ibrahim Baba-Ali/UNDP 28- Caterina Mercozzi/UPP 29- Venomica Njikho/UNFPA 30- Solav Mustafa/UNFPA
Absences:	Vian Rasheed/ ERC
Additional distribution:	N/A

Objectives & Agenda

- 1- Message from ERC
- 2- Situation update
- 3- Operational framework
- 4- Sectorial discussion
- 5- AOB

Details

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- Message from ERC – ERC has conveyed to UNHCR that the Governor of Erbil has instructed that all activities related to non-camp population be discontinued. No formal notification has been made by the Erbil Governor. UNHCR plans to meet with the Erbil Governor next week to gather more information regarding this decision. Based on the outcome on the discussion, the issue will then be raised, if necessary, at a higher level, with the support of other UN Agencies and humanitarian actors.
- UNHCR provided an update on the current situation regarding assistance to non-camp population. On the issue of winter preparedness for targeted families, a query was raised regarding how the list of families is compiled. UNHCR informed all those present on the process involves filtering information related to vulnerable families in ProGress, but also loosening the criteria to include other others such as families with a large number of persons as well as 20% host community population.
- NRC, and UN-Habitat also updated those present regarding each agencies respective interventions for non-camp population i.e. coupons for shelters, interventions related small businesses and entrepreneurship.
- UNHCR presented the operational framework to the group.
- AOB – The consolidation of different actors, activities assessments on livelihoods should be carried out to avoid duplication of work and wider coverage. Currently UNDP, IOM, DRC and Triangle are the only agencies involved in livelihoods. UNHCR is in the process of carrying out an assessments-mapping exercise which will be shared with agencies once complete.

ACTION ITEM	ACTION / DECISION	ASSIGNED TO	DUE DATE
1.	UNHCR recommends that all agencies temporarily suspend non-camp related activities until further clarification is sought on the Erbil Governor's decision. However until clarification is sought, the planning process should continue.	All Agencies	Immediately
2.	UNHCR strongly recommends that each sector designates some time for the discussion of non-camp related issues during respective working groups	All Agencies	Immediately
3.	Develop TOR for Non-camp working groups	UNHCR	TBC
4.	Schedule bi-weekly Non-Camp Working Group Meetings (1 st and 3 rd Wednesday of every month)	UNHCR	N/A