

Shelter Meeting South– Minutes – 01 April 2014

Purpose of Meeting	Coordination of shelter activities the South region		
Meeting Location	Tyre, UNHCR Field Office	Meeting Date	01.04.2014
Chair person	Astrid Castelein (castelei@unhcr.org)	Meeting Time	10.00
Co-Chair person	Paul Daher (paul.daher@nrc.no)		
Minutes Prepared by	Nisreen Jaafar (jaafarn@unhcr.org), Astrid Castelein (castelei@unhcr.org)	Meeting Duration	1h15

Feedback on action points of last meeting

- Most partners have reported on Activity-Info
- SOPs on SSUs will not change existing ones, but will complete them

Mass information Q&A

- Existing questions are a prototype and field offices have the liberty to customise them according to regional needs and requirements
 - **Action point:** South shelter lead and co-lead to cross-check FAQ discussed during Shelter Sector WG South on 4th March with INQAL questions suggested by Sector and answer questions as much as possible, prior to sharing with Shelter Sector.

Brief on RRP6 mid-year Review:

- Timeline of RRP6 review shared with Shelter Sector WG South
- Priorities can already be set for the coming half of year

Indicators on Activity Info Reporting

- Questions & Answers sheet presented to partners hoping to bring clarifications on reporting on shelter activities in RRP6 Action Plan in line with corresponding indicator in A-I
 - **Action point:** South shelter lead and co-lead to liaise with Shelter and IM Sectors in view of providing answers to remaining questions
- Deadlines for reporting in Activity-Info and verification:
 - All agencies to report by the first Friday of each month, exception is made for April for which deadline is set on Monday, 7th April;
 - UNHCR to validate the data by the following Wednesday

Updates from the Sector

- Shelter guidelines discussed and accepted by MoSA:
 - Tents can be established in the yards of buildings, CS and houses provided that the yard is fenced and approval of owner is obtained
 - For SSUs, up to 2 tents can be built in the yard, subject to owner's approval
- **Recommendation:** the shelter partner undertaking the rehabilitation works of SSU and CS also cover the running costs

Agencies who attended this meeting

CISP, MoSA, IOM, Intersos, UNHCR, SHEILD, UNICEF, PU-AMI, NRC, Solidar, UN Habitat, IOCC, WV, Save the Children

Action Points

Action	By who	By when
UNHCR FO to cross-check data of SSU Masterlist to identify eventual overlaps and alert concerned partners	UNHCR FO	9 April 2014
Partners to systematically send their inputs on CS and SSU Masterlist to Shelter Sector South	All partners	ASAP and no later than 30 April 2014

Action	By who	By when
Shelter partners South to share remaining questions on A-I with South Shelter Lead and Co-lead who will liaise with Shelter and IM Sectors for clarifications	All partners	23 April 2014
Shelter partners to share their targets for Q2 to avail Sector Coordinators to update the Action Plan	All partners	23 April 2014
Share last version of the SOP on Shelter Rehabilitation	Shelter Sector	ASAP
Shelter lead and co-lead to consolidate inputs of partners on INQAL Shelter and share with Shelter Sector	UNHCR FO and NRC	8 April 2014