



## SHELTER WORKING GROUP MEETING

### Syrian Refugee Response in Jordan

<b>Meeting Location</b>	UNHCR Khalda Office EMOPS Meeting Room	<b>Meeting Date</b>	5 <sup>th</sup> May, 2016
<b>Chair Person</b>	Vincent Dupin and Annika Hampson	<b>Meeting Time</b>	14:00-16:00
<b>Minutes Prepared by</b>	Rawan Baybars		
<b>Purpose of Meeting</b>	Shelter Working Group Monthly Meeting		
<b>Next Meeting</b>	2 <sup>nd</sup> June, 2016		

Attendance			
No.	Name	Agency	Email
1	Daniel Cabello	ICMC	<a href="mailto:cabello@icmc.net">cabello@icmc.net</a>
2	Esraa Majd	Handicap	<a href="mailto:Inclusion.officer.region@gamil.com">Inclusion.officer.region@gamil.com</a>
3	Stefano Fino	INTERSOS	<a href="mailto:bn.jordan@intersos.org">bn.jordan@intersos.org</a>
4	Annika Hampson	NRC	<a href="mailto:annika.hampson@nrc.no">annika.hampson@nrc.no</a>
5	Richard Evans	NRC	<a href="mailto:Richard.evans@nrc.no">Richard.evans@nrc.no</a>
6	Alaa Haj Daoud	JHAS	<a href="mailto:a.alhaj@khas-international.org">a.alhaj@khas-international.org</a>
7	Vincent Dupin	UNHCR	<a href="mailto:dupin@unhcr.org">dupin@unhcr.org</a>
8	Botros Hijazeen	IOCC	<a href="mailto:bhijazeen@iocc.org">bhijazeen@iocc.org</a>
9	Lope GALLEGRO	UNOPS	<a href="mailto:LopeG@unops.org">LopeG@unops.org</a>
10	Maha Telfah	Help	<a href="mailto:telfah@help-ev.de">telfah@help-ev.de</a>
11	Rawan Baybars	UNHCR	<a href="mailto:baybars@unhcr.org">baybars@unhcr.org</a>

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Update inputs that have previously provided for the 2016 Work Plan, in case there are any changes or updates in shelter activities.	All partners
2.	Provide feedback on which VAF questions should be added / removed / modified related to the Shelter sector.	All partners
3.	[Reminder] submit data on Activity Info by the 8 <sup>th</sup> of each month	All partners

Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	5 min
Shelter Work Plan	Partners shared some updates on their future plans if they secured fund for their activities, as well as an update on MoPIC approvals.  It was agreed to circulate the 2016 Work Plan for partner updates. The updated version will be presented in the next SWG meeting.	All partners	10 min
VAF for Shelter	Following the VAF review that was discussed in the last SWG meeting in April, present partners were asked about their perception of the VAF and their feedback on how it can be more inclusive.  Overall, there still seems to be a lot of confusion around VAF. NRC is the only shelter actor in urban areas and VAF	Annika (NRC)	10 min





Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Inter-Agency Financial Tracking	The Inter-Agency Financial Tracking Sheet (FTS), and the Shelter Financial Tracking Sheet for the first quarter of 2016 were shared with the SWG.	Rawan (UNHCR)	5 min
Activity Info Reporting	Reminding all partners to submit their inputs by the 8 <sup>th</sup> of each month on Activity Info database	Rawan (UNHCR)	5 min
AOB	<p>ERF Proposals: Four proposals were received for the OCHA fund and will be reviewed by the Shelter Committee on the 9<sup>th</sup> of May, 10 o'clock.</p> <p>HELP for Self-help organization was introduced to the SWG. HELP shared their planned activities; they have shelter rehabilitation projects in Irbid, Ajloun, Amman and Zarqa. The pilot would be for a 125 shelters, but the MoPIC approval is still pending.</p> <p>Basic Needs sector is working on Minimum Expenditure Basket (MEB) and they requested two volunteers from Shelter to be part of the task force, and specifically to feed in information on households related expenditures (rents, geographical locations and figures on what is the HH expenditures related to shelter).</p> <p>It was agreed that UNHCR and ICMC will be the focal points from the Shelter sector to be part of the MEB TF.</p> <p>Winterization: it was asked if it too soon to start planning and working on Winterization for next winter.</p> <p>Partners agreed that the sooner the planning starts the better, as securing funds, selecting beneficiaries and doing distribution take time. There is a Winterization TF. Traditionally; Shelter works closely with Basic Needs on that.</p> <p>The final Winterization report from the Winterization TF has not been finalized yet. As soon as it is officially endorsed and circulated, it will be shared with the WG.</p>	<p>Annika (NRC)</p> <p>Maha (HELP)</p> <p>Annika (NRC)</p> <p>Vincent (UNHCR) and Daniel (ICMC)</p> <p>Lope (UNOPS)</p> <p>Richard (NRC) Annika (NRC)</p> <p>Rawan (UNHCR)</p>	15 min
Next meeting will be on Thursday 2 <sup>nd</sup> of June			