



Camp Management and Coordination (CMC) Meeting Minutes

UNHCR Base Camp,
Date 26/04/2016 – 13:00

Chair: Hovig Etyemezian, UNHCR



All new activities in the camp MUST be approved and coordinated with: (a) the government (b) camp management. Camp management will approve requests supported by the relevant sector and if they are cost effective, focused, constructive and have the greatest possible impact. All activities in the camp have an effect on overall security, so it is imperative to go through the correct procedures before commencing any activity in the camp. Any organisation that does not respect this condition will have their permission to operate in the camp revoked by camp management. Contact Hovig Etyemezian etyemezi@unhcr.org.

Date	Actions to be followed up	Who	By when	Done?
Emerging issue				
26/04/16	Share the Arabic and the English versions of FAQs on the Work Permits with the meeting minutes	UNHCR	05/05/16	
26/04/16	All partners to communicate with Camp Management their activities in Ramadan that will take place after the official working hours	All agencies	01/06/16	
26/04/16	All partners to report their CFW positions to Adem Shaqiri, shaqiri@unhcr.org	All agencies	09/05/16	
Camp Management				
For all health care related issues.		Iyad Shtayiat, Assistant Public Health Officer SHTAYIAT@unhcr.org , 0796985725		
For all protection related issues.		Sophie Etzold, Associate Protection Officer etzold@unhcr.org , 0798956785		
For all community services related issues.		Irene Omondi, Community Services Officer omondii@unhcr.org , 0796324611		
For all security related issues. Incident reports should be completed for all incidents and be shared with the Field Security Advisor.		Ala Almadani, Field Safety Advisor almadani@unhcr.org , 0795751076		
For all site planning issues.		Ghada Barakat, Associate Site Planner barakatg@unhcr.org , 0796845092		
For all registration issues.		Noor Khrino, Senior Registration Assistant khrino@unhcr.org , 0790067563		
For all issues related to the electricity network.		Yanal Madanat, Electrical Engineer Associate almadana@unhcr.org , 0797056990		
For all NFI distribution activities. All agencies planning to distribute NFIs must secure joint prior approval from SRAD and UNHCR. All assessments need to be coordinated via the Needs Based Working Group.		Adem Shaqiri, Field Officer shaqiri@unhcr.org , 079 015 8114 Livia Das Neves, Associate Field Officer, dasneves@unhcr.org , 796083917		
For all issues related to diplomatic missions, the media, private donations, research and new projects proposals.		Gavin David White, External Relations Officer whiteg@unhcr.org , 0798175813		

A. General Announcements

- Roll out of Za'atari strategic Plan 2017-2019 by Za'atari Camp Management:
It was stated that the plan will define the vision, objectives and activities that will guide collective endeavours in Zaatari over the next three years. The Plan will be supported by an integrated information system, and serve as the key programmatic reference point for tracking camp development across the sectors and encouraging linkages between sectors and agencies. It will also provide us with a common advocacy tool for financing and serve as a platform to expand the many innovative approaches to services delivery already taking place in the Camp.

B. Security

- 18 April, Zaatari Camp, District 10, Block 10, On 14, 16, 18 April 2016, during earthworks (excavation for lateral pipelines) of Waste Water network activities conducted by one of the NGOs, a total of (5) Unexploded Ordnance (UXOs) were found in District 10. The works were stopped immediately; staff and others were advised to clear the area and were marked with no access. SRAD was immediately informed. Explosive Ordnance Disposal Unit arrived to the locations and collected the UXOs.
- 20 April 2016, Zaatari camp, at 03:15 pm a fire erupted in a caravan in district (2). Civil Defense responded and put out the fire. No injuries reported. Reason is unknown.
- 24 Apr 2016, Zaatari camp, at 22:00pm a murder took place in Zaatari Camp, District 9 St.17. A 15 year-old Syrian refugee jointly with his friend 16 year-old murdered his grandfather who was 80 year-old. Both murderers were arrested, while their families were relocated to Azraq Camp

C. Registration

1.1 Transfers to Zataari camp: 23 individuals were transferred to Zaatari camp as follows:

- 5 individuals were transferred to RAS
- 16 individuals were transferred from Azraq camp.
- 2 individuals were transferred from Amman.

1.2 Transfers from Zataari camp: 27 individuals were cleared to be transferred to EJC during the reporting period.

1.3 Travel to Third country:

- A total of 65 individuals traveled to third country. Among the 65, 14 individuals were residing and registered in Zaatari camp, while 51 individuals were residing in urban areas.
- The main countries where refugees departed to were: 1. Germany (30 individuals) 2. Kuwait (8 individuals) 3. Saudi Arabia (8 individuals).
- The main reason of the departure was for Reunification with family members in third country.

1.4 Spontaneous Departures to Syria: A total of 425 Individuals were inactivated for spontaneous departure to Syria, among them 206 individuals were registered and living in Zaatari camp and 219 individuals were living in urban. Dara is the main city where refugees departed to.

Main Reasons of the departure to Syria were:

-Zaatari camp residents:

1. Reunification with family members in Syria
2. Completion of medical treatment.

Urban residents:

1. Living conditions in Jordan, including 1.Limited access to assistance and 2.Lack of income generating activities.
2. Reunification with family members in Syria.
3. Risk of refoulement/arrest.

1.5 Bail outs: A total of 13 individuals were bailed out according to the information reported to UNHCR.

1.6 Registration of new Birth: 119 babies were added to their parents cases, among them (63) Girls and (56) Boys (Birth notifications were presented).

D. WASH

Water supply:

- Water distribution is ongoing from the internal boreholes
- District 6, Block 5 have had ongoing water delivery issues; to be resolved between ACTED and Oxfam asap.
- The deadline of the water network – phase II tender has been extended to May 26th.
- RFP for the International Consultant will be finalized this week.

Sanitation:

- Almost 1600 PRC tanks have been installed in ZWWM waste water network (858 tanks installed in IWWM) – phase I by JEN, Oxfam, and ACTED out of 1800 PRC tanks. 88% of the project's tank installation is completed; lateral piping works ongoing.
- Pipes and fittings works are ongoing to connect all private HH latrines to the PRC tanks. All HH connections to WWN Phase I: is expected to be completed by end of May.
- UNICEF is studying the WWN construction for the Saudi Village.

Solid Waste:

- No solid waste collection issues.

Vector Control:

- First 2016 fly control campaign by NRC completed last week.
- WASH WG looking for solutions for dog control in camp

E. Health

- Health information System (HIS) weeks 14 and 15.
 - Number of consultations is: 20,772 consultations.
 - Total deliveries: 115 deliveries.
 - Number of mortalities: 9 cases.
- Others:
 - Qatari clinics lab start performing a urine culture two days in the week (Saturday, and Monday.
 - Saudi Clinic opened two new clinics dental clinic and ENT clinic working 5days in week from Sunday – Thursday 09:00-16:00.
 - MFH hospital crew left on last Friday April 15, UNHCR granted MFH crew thanks certifications and handed it to the crew in a big farewell party by participation of all camp health facilities and other health sector members. The new crew started their work in the same day UNHCR directed camp health facilities to begin contacting MFH liaison officer to arrange for introducing visits.
 - Opened of the radiology department of the new AMR Medical center in District 10 this department contains ultrasound, echo, panorama, X-ray; and it will be operated soon.

F. Food

- WFP is supplying Za'atri camp with 16.400 MT of fresh bread on a daily basis to meet the beneficiaries' needs.
- WFP is distributing welcome meals in Raba Al Sarhan through the International Organization for Migration (IOM) to beneficiaries entering or leaving Jordan. A total of 5,880 welcome meals were distributed to beneficiaries entering Jordan from the period of 1 – 26 April 2016.
- WFP through Save the Children International (SCI) distributes general paper vouchers in the camp to cases who do not have e-cards (either did not receive one yet, or waiting for a replacement) and other special cases. A total of 587 vouchers with a value of JOD 5,870 were distributed from 1 – 20 April. In the same period, 104 new arrival vouchers (total value JOD 520) were distributed to 52 beneficiaries.
- WFP is providing bread from the daily bread surplus to special cases in the reception center based on daily requests from the Norwegian Refugee Council (NRC).
- WFP through NRC distributes welcome meals to new arrivals and special cases waiting in the registration area. From 1 – 21 April, a total of 109 welcome meals were distributed.
- WFP has an ongoing school feeding program through SCI for the camp formal schools. From 1 – 25 April, the highest recorded figure of students reached per day was 14,573.
- WFP's school feeding program also supports the informal school through NRC. From 1 – 14 April, the highest recorded figure of students reached per day was 771.

G. Protection

- UNHCR has started more systematic protection monitoring in ZC and hopes to cover most of the sectors with the regular monitoring activities. They will include home visits and focus group discussions. Identified issues will be addressed with the specific units/partners. So far we have identified issues related to electricity supply and the health issues, that have or may have protection implications;
- UNHCR will aim to develop the PTV network in the camp, for the early identification of the protection issues from inside the community. PTV members will also be involved in the protection monitoring activities. Plan for the development of the PTV network is being produced.
- UNHCR will further work for the protection mainstreaming among the sectors of the refugee response, dedicated staff will try to attend the sector meetings. This is not done to interfere with the work of the sectors, but to make sure that protection is streamlined in the response.

H. Community Services

Age & Disability inputs

- Under the sheltering accessibility project, ADF on track of the action plan of which on April 25th HI provided the training on the identification assessment tool for all IRD social workers to conduct the identification process of the pilot phase.
- A number of awareness posters of disabilities rights will be distributed around the community centers in the camp.
- ADF updated the trainings package and will be RE-shared again to the protection working group. Any interested agency can approach ADF chair and the co-chair.
- Under the PWIs inclusion into the CGs scheme, an action plan with IRD to support the expanding process for another three districts was agreed in the related WGs.

CMWG updates:

- **Strengthening Community Based Activities Mini Group:**

- A TOR has been finalized for this mini group to meet with the main objectives of this group. Once a month, the CMWG Chair will update Protection WG on the progress of the mini Group.
- The group will work with both organization and refugees through CMWG for the implementation of the

- **Community gatherings**

Some changes have been made on the FGDs, in order to capture more efficient detailed information. Guidelines for the FGDs have been developed for the facilitators and minutes takers.

In coordination with UNHCR, the FGDs and the CG form has been modified;

All action points in the community gatherings will be addressed to the chair and co-chair of the related sectors. In addition, a follow up on the action points will be made on a field level by IRD facilitators.

- Now that the community gathering SOPs have been developed based on the workshops and meetings that have been held during January with UNHCR and other partners to discuss the procedures and expectations from everybody involved. An observation visits will be conducted to evaluate the involvement of our staff, the beneficiaries and other partners who come and become involved in the gathering. The process will through selecting a percentage of gathering to visit every month, and after those visits to provide a formal feedback on the elements of the partner involvement that was strong, constructive contribution as well as areas in which the partner could have been stronger based on clear expectations. The need to empower the staff attending the community gatherings, provide them with the necessary information and to be able to address any concern that falls under the responsibility of that organization.
- Community capacities and assets mapping testing of tools are currently on going. The tool is being tested in 3 districts (2, 8 and 9).
- On Wednesday the 27th of April, will be providing a facilitation workshop for IRD community mobilisers and UNHCR focal point, the workshop will focus on; for future we shall extend this to other partners.

I. **Education**

- The inauguration of the two Kuwaiti schools in D7 and D10 took place last Tuesday 19th April 2016, with the presence of the Kuwaiti Ambassador, UNICEF, UNHCR, and SRAD. UNICEF is working closely with the MoE on the handover of the schools and the class formation for the next school year 2016/2017.
- UNICEF through the technical support of UNOPS is currently working on the gravelling in schools 2 and 3.
- UNICEF through the technical support of UNOPS is currently working on the expansion of the library spaces in schools 5+6+7+8+9. We are still awaiting a confirmation on the available site next to school 4 to construct a library.
- As agreed with UNHCR site planner, UNICEF will proceed with the expansion of school 4 site in district 3 to accommodate the vacant site of dimensions 48x50m.
- The MoE will proceed with the scheduled monitoring visits for the month of May, with representatives from the education, planning, financial, counseling, supplies, and training departments. Those visits aim at monitoring the progress of the operational plan developed to enhance the quality of education in the camps

J. Youth Taskforce

- In regards to the inclusion of PwDs, YTF members were encouraged to start the looking at the list of trainings provided by the ADF, and arrange accordingly with ADF co-chairs to start the trainings for NGOs staff and their volunteers. The training list has a variety of options that NGOs can pick based on their needs.
- YTF is working closely with ESWG looking into the reasons for some findings in the recent REACH assessment.
- Youth services mapping, we are in the process of creating a youth services map. Also working on Ramadan and summer break schedule to be shared with the youth.

K. Basic Needs and Livelihood Working Group

- CFW SOPs have been endorsed and the Arabic version will be shared with refugees very soon.
- There has been a delay in sharing the Basic Needs and Livelihood Fact Sheet for March due to some technical problems.
- NFI Center update:
 - 1,456 different items (Blanket , Mattresses , G. Matt, Hygiene vouchers , kitchen sett and diapers) given out to 752 families
 - 129 newborns
- CHDC (**Common Humanitarian Distribution Centre**)
 - Sanitary Pad Distribution still ongoing covering 3 months the last day will be 2nd of May (51,960 pack given out to 8,660 female)

L. Site planning

- On-going construction of Saudi shelter prefabs in district 9.
- 14 locations have been identified around the ring road to construct shading units for the community as stations and waiting areas next to main services using recycled materials from demolished kitchens. Implementation will be through IRD.

M. Energy inputs:

- Electricity distribution network project (PHASE 2) reached 67%
- A total of 1,057 electricity poles were installed in the camp
- 77,973 meter of cable
- 15 new transformers
- Switched ON the new electrical distribution network in District 8 on Thursday 14th April
- Electricity is supplied for all the camp from 5 PM to 12 AM for a total of 7 hours
- Thursday 21st April, a major fault occurred in the transformer feeding district 5 & 6 causing the electricity to be cut for one day on the mentioned districts, it was fixed the following day.
- Within a maximum of 2 weeks District 9 & 10 will be switched ON

N. AOB

- Partners were asked to communicate their holidays with other members in the working group, in case their holidays are different than the official ones announced by the Jordanian Government

The next CMC will be on 10th of May in Za'atari Base Camp, Conference Room 1, at 13:00.