



SHELTER WORKING GROUP MEETING

Syrian Refugee Response in Jordan

Meeting Location	UNHCR Khalda Office EMOPS Meeting Room	Meeting Date	11 th February, 2016
Chair Person	Annika Hampson	Meeting Time	14:00-16:00
Minutes Prepared by	Rawan Baybars		
Purpose of Meeting	Shelter Working Group Monthly Meeting		
Next Meeting	3 rd March 2016		

Attendance				
No.	Name	Agency	Email	Contact Mobile
1	Loren Hyatt	IOCC	lhyatt@gmail.com	0790220592
2	Esraa Majd	Handicap	inclusion.officer.region@gamil.com	0780511195
3	Simone Abou Jaoude	CISP	cispjordan@gmail.com	0778117585
4	Maria Rosa Vettoretto	CISP	mariorosa.cispjordan@gmail.com	0790461743
5	Annika Hampson	NRC	annika.hampson@nrc.no	0790117841
6	Alper Hasan Tanyel	ICMC	Tanyel@icmc.net	0770164205
7	Haitham Alzuraiqi	Habitat	haithamzuraiqi@habitatjordan.org	0795015570
8	Majdi Sunn'a	INTERSOS	Procurement.jordan@intersos.org	0796009385
9	Yukiko Koyama	UNHCR	koyama@unhcr.org	06 530 2112
10	Lope GALLEGO	UNOPS	lopeg@unops.org	0798402546
11	Nasr Chamma	UNHCR	chamma@unhcr.org	0790754576
12	Ahmad Afaneh	UNHCR	Afaneh@unhcr.org	07969118003
13	Rawan Baybars	UNHCR	baybars@unhcr.org	0796468541

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Share the briefing paper Drivers of Despair	Annika (NRC)
2.	Coordinate with VAF team to join Shelter WG next meeting	Rawan (UNHCR)
3.	HI Presentation at next SWG: Tips for ensuring that people with disabilities and other people with functional limitations(e.g. older persons, injured persons, etc.) have <i>access to shelter</i>	Esraa (Handicap)
4.	UNHCR to circulate the 2016 work plan template and partners are asked to provide their work plans for 2016	Shelter WG members

Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	10 min
MoPIC Overview	<p>According to the Annual Financial Tracking Sheet produced by UNHCR; Shelter was the most underfunded sector in 2015 with only 32% received from the total requested funds.</p> <p>The Shelter WG compiled an overview of operational partners' activities and where they stand with their MoPIC approvals. It was an external exercise to understand the situation.</p> <p>In 3RP 2015 annual report, it is intended to share the achievements of the Shelter sector as well as highlighting the</p>	<p>Annika (NRC)</p> <p>Yukiko (UNHCR)</p>	15 min



Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
	<p>challenges the sector faced, and to identify the gaps and the impact on the affected population from the suspension. Knowing the reasons would help in advocating for donors.</p> <p>Partners who were present shared their feedback and how the delay in getting MoPIC approvals affected their activities in 2015.</p> <p>Operational partners shared their Shelter projects they intend to implement in 2016 as well.</p>	All Partners	
VAF in Shelter	<p>According to VAF findings, 25% of individuals are severely shelter vulnerable and 50% are highly shelter vulnerable.</p> <p>Many partners had questions regarding VAF and apply it on their project. It was agreed to invite a team member from VAF to answer the WG's questions and receive their feedback on Shelter's questions.</p>	UNHCR	5 min
Shelter Work Plan 2016	<p>Partners were asked to review 2015 Work Plan and provide their inputs to the 2016 shelter sector work plan.</p> <p>All 2015 documents are available on the web portal for reference and the 2016 template will be circulated by UNHCR for partners to update.</p>	UNHCR	5 min
Technical guidelines	<p>Shelter and WASH Task Force have been working on updating the technical guidelines. The two sectors were working together as there is overlap between Shelter and WASH activities and to clarify any confusion.</p> <p>The shelter task force have updated the five guidelines. Upon review and finalisation by the WASH WG, the updated guidelines will be shared for review from partners. Afterward it will be presented for endorsement by the shelter WG.</p> <p>UNHCR, NRC and IOCC will initiate a task force to update the shelter strategy 2016.</p> <p>All interested partners are welcomed to join</p>	Annika (NRC) and Ahmad (UNHCR)	5 min
CISP Presentation	<p>CISP is an Italian NGO, currently operating in Lebanon and exploring the possibility to operate in Jordan in 2016.</p> <p>CISP made a presentation on their activities and the service they provide for the partners present.</p>	Simone (CISP)	15 min
AOB	<ul style="list-style-type: none"> - Gender Focal Point: There is a need for a new Gender focal point from Shelter WG. - Habitat had questions on VAF and referral mechanism between partners 		10 min