



## Minutes of the National Shelter WG Meeting

<b>Meeting Location</b>	UNHCR, Leah first floor, Beirut	<b>Meeting Date</b>	January 12,16
<b>Chair persons</b>	Ahmad Kassem (MOSA) , Nicolas Hartz (UN-HABITAT)	<b>Meeting Time</b>	10:00 –12:00 Hrs.
<b>Minutes by</b>	Gloria De Marchi / Malak Rahal	<b>Meeting Duration</b>	2.00 Hrs.
<b>List of agencies in attendance</b>	ACF, ACTED, Care, CHF, Concern Worldwide, DPA, DRC, ECHO, GVC Italy, IOM, IRAP, Medair, Mercy Corps, NRC, PCPM, SCI, SOLIDARITES, Solidarité Suisse, UNDP, UNHABITAT, UNHCR, UNOPS and Welfare Association		

### Agenda

1. Information Management RAIS
2. Update from the Field especially: Coordination of partner's targets for 2016
3. Shelter Working Groups and TTC
  - Shelter Core WG
  - Cash for Rent
  - Neighborhood Upgrading
4. Shelter Enhancement and Site Improvement Examples from partners
5. AOB

Please refer to the attached power-point presentations for meeting details. The following are brief notes of discussion and action points.

- Presentation/Discussion
- Action Point

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### **1. Information Management RAIS**

- Raffi Kouzoudjian from the information management unit explained how to upload and export data from the Refugee Assistance Information System (RAIS).
- The objective of the Household targeting survey exercise is to identify both socio-economic and the food security of families. The questionnaire are prepared and agreed by all 15 agencies conducting HH assessments on all Lebanon. The survey consists of around 300 questions from different sectors.
- All conducted surveys are being consolidated on RAIS; where users are able to filter and extract shelter related questionnaire based on governorate, district, vulnerability level ...
- The Household targeting exercise started in late December 2014. On monthly basis we have around 8,000 surveys conducted and today the number of assessed families is around 130,000 families.
- To have access on RAIS platform, first organization will sign a data sharing agreement with UNHCR. After that, the list of the individuals will be sent and accordingly RAIS access will be granted.

Marc Petzoldt ( [petzoldt@unhcr.org](mailto:petzoldt@unhcr.org) ) UNHCR Targeting officer is the person to contact for data sharing agreement.

Raffi Kouzoudjian ( [Kouzoudj@unhcr.org](mailto:Kouzoudj@unhcr.org) ) RAIS Country focal point is responsible for creating users and maintaining the RAIS platform.

- RAIS benefits : (a) Keeps refugee information up to date, (b) Prevents duplication of efforts, (c) Helps to provide targeted assistance to persons of concern, (d) Reduces fraud and abuse of assistance services, (f) Generation of real-time reports, thus increasing efficiency and transparency, (g) Survey generation and (h) Maintains security of data.
- Recording assistance is only for UNHCR registered displaced Syrians.
- PRS and PRL are at the moment not included in RAIS.
- The household questionnaire and RAIS are defined on inter-sectorial level.



- In the targeted household survey, the shelter vulnerability is measured by ten questions.
- Households visits are conducted by teams that are not shelter specialists. Exact shelter vulnerability needs to re-assesed by the partners before implementing their activity.
- Agencies requested to check RAIS before planning activities to prevent duplication and prevent gaps
- Agencies are requested to indicate their shelter assistance (per HH) on RAIS.
- Agencies need to sign the “ data agreement” with UNHCR in order to have access to RAIS
- Specific trainings for agencies that shall use RAIS are available

Please find below the RAIS focal points, in case there are agencies that would like to have training. They would contact one of the focal points available at each UNHCR field office.

- Beirut: Raffi Kouzoudjian (Kouzoudj@unhcr.org)
- Mount Lebanon : Jad Ghorayeb (Ghorayeb@unhcr.org)
- Bekaa: Mohammad Shehade (Shehade@unhcr.org)
- Qobayat: Khodr Khodr (Khodr@unhcr.org)
- South: Kassem Abou Khana (aboukhana@unhcr.org)
- Tripoli: Omar Bakkour (Bakkour@unhcr.org)
- Beirut: Raffi Kouzoudjian (Kouzoudj@unhcr.org)

In collaboration with the Shelter Sector lead, IM will check options to further include shelter aspects

- Contact Raffi on [KOUZOUDJ@unhcr.org](mailto:KOUZOUDJ@unhcr.org) and Marc on [petzoldt@unhcr.org](mailto:petzoldt@unhcr.org)

## **2. Update from the Field especially: Coordination of partner’s targets for 2016**

### Bekaa

- Partner’s targets were coordinated (on cadaster) level to match with the Shelter Sector needs.

### Beirut/Mount Lebanon (BML)

- Partners were informed on the potential important gap of shelter assistance in BML (outside of IS).

### North

- The two Shelter Working Groups (Akkar & T5) merge as of January 2016.
- Next joint North Shelter WG: 28th January 2016
- SOP for Referrals of Individual Cases to Shelter Assistance developed jointly by the Shelter and Protection Working Groups to have harmonized criteria and procedures for referrals of individual cases to shelter relocation or shelter rehabilitation
- Coordination of partner’s targets to match Shelter Sector needs is ongoing.
- Harmonized methodology to target the most vulnerable in SSB assistance, shelter partners capacity vs. highly & severely vulnerable, 2016 Geo-Split mapping; in-depth shelter assessments , Shelter assistance (or not), upload RAIS
- Extreme Weather Response  
Out of 324 sites assessed, 14 site were heavily and 143 slightly affected.  
89 heavy and 126 light shelter kits and 644 plastic sheets (by MoSA) were distributed.  
Site improvement ongoing in several sites

### **Shelter Sector Coordination between national and Field level**

To coordinate between national and field level and target the different shelter activities, Shelter Officers and especially Shelter WG co-leads at field level shall strengthen the communication between the two levels.



### 3. Shelter Working Groups and Temporary Technical Committees (TCC)

#### Shelter Core WG

- Out of 14 agencies indicated their interest, 10 attended the meetings that followed this National Shelter WG. In order to strengthen the ties to the donors, also ECHO participates.
- Nat Shelter WG will be informed on the 11 members of the Core Group at next meeting.
- It was agreed that the shelter core group will take place every first Tuesday of the month from at 2:00 – 4:00 p.m. in UNHCR premises

#### CASH-for-Rent

- A TCC to elaborate a SOP on cash-for-rent will start to meet this month.

#### Neighborhood Upgrading

- The TTC will be lead by UNHABITAT and it will meet before the end of this month

#### Site improvement

- A TCC on Shelter improvement will be led by SCI in collaboration with Medair.
- The TCC will elaborate SOP and also work on criteria to assess and prioritize IS for site improvement.
- Eventually this TCC will later elaborate on Shelter Enhancement.  
The existing TCCs on Weatherproofing and Rehabilitation of SSB will continue.  
The later will re-meet again on Thursday, January 14<sup>th</sup>, at NRC.

### 4. Shelter Enhancement and Site Improvement Examples from partners (refer to attached presentation)

**Save the children** presented its site improvement project. Three different types of site improvements: (a) site improvement, funded by UNHCR (B) solar light, funded by ECHO (c) other type of intervention, funded by UNHCR

- Agencies need the landlord approval in order to develop their site improvement projects
- MoSA informed that these activities are in-line with the Gvt of Lebanon.

**MEDAIR** started to implement its site improvement projects in 2013

- If the municipalities do not accept the site improvement agencies pass the case to UNHCR, that will deal with them in order to find an agreement
- The site improvement projects aim at improving the life of refugees without influencing the Lebanese communities' agriculture and infrastructure.

**GVC presented its shelter enhancement activities.**

They distribute layers of mats (made from recycled tires) as insulation to cover the ground.

#### **AOB**

- Vincent Dupin, UNHCR National Shelter Officer and co-lead of the National Shelter WG, will leave end January for a new assignment for UNHCR in Jordan. The Shelter WG thanks Vincent for his valuable contributions and commitment to the Shelter Sector in the frame of the Syria Refugee Crisis.

**Next National Shelter WG meeting: February 9 at 10:00 A.M in UNHCR Leah first floor**