

## MEETING MINUTES

<b>National Sector Working Group:</b>	Site Management Support (SMS)
<b>Date:</b>	30 June 2016
<b>Venue:</b>	DRC Office (Athens)
<b>Chair:</b>	Dennis Moroni (National SMS Coordinator) / Francesco Rancati (National SMS SWG Co-Coordinator)
<b>Participants:</b>	
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### Agenda:

1. Review of action points from previous meetings
2. SMS Minimum Standard Checklist
3. SMS Response Capacity Assessment
4. ToR for SMS agencies for submission to MoMP
5. AOB

### 1. Review of action points from previous meetings

- *Dennis/Francesco to liaise with UNHCR and ask for guidance/clarification about Response Capacity Assessment development process → Done. Development and circulation of short draft document providing suggestions on elements/aspects to be looked at when developing emergency preparedness plan for mainland. No feedback received from other WG members. The document will be finalized and shared with Inter-Sector Coordination Unit by the end of the week.*
- *DRC to map out existing WhatsApp groups and assessing the need to create a Security WA group for SMS actors. Double purpose: providing security alerts and acting as a record of incidents for advocacy → Pending. DRC safety advisor on mission to Greece last week. He supported the idea of creating Security WA group. DRC will set it up shortly. In the North, security focal point meeting coming up next week (08 July 2016 at NRC Thessaloniki).*
- *DRC to try to get a copy of the site rule document for Attica and circulate it to WG members → Done. DRC translated and circulated the document to the WG mailing list.*
- *Francesco to integrate inputs and share finalized template for focal point weekly reporting with WG members → Done. Template finalized and circulated. Identified FPs should start reporting soon.*
- *Phoebe to circulate pre-registration questionnaire to WG members → Pending. Pre-registration questionnaire not circulated.*
- *Attica sub-national WG circulating Site Manager contact list → Done.*

### 2. SMS Minimum Standard Checklist

The CL is connected to SMS agency ToRs to be submitted to the MoMP, which will be finalized by the end of the week. The checklist is supposed to establish minimum achievements each SMS agency should pursue in each site.

For clarification on the content of these minutes, please contact:

Dennis Moroni – email: [moronid@unhcr.org](mailto:moronid@unhcr.org)

Francesco Rancati – email: [francesco.rancati@nrc.org](mailto:francesco.rancati@nrc.org)

→ *Action Point: Dennis to prepare draft checklist and circulate it to SMS SWG members for comments*

### 3. SMS Response Capacity Assessment

Inter-Sector Coordination Unit has circulated a matrix to list all the various actions to be undertaken in the framework of RCA. Moreover, the SMS SWG has circulated a short doc (4 pages) highlighting main aspects to be considered while developing emergency preparedness plan for the mainland. Different elements included in the 4-page doc. Examples:

- a. Setup of a reception/assembly point at arrival from the island. However, most likely the authorities will not grant the authorization to set it up in Piraeus, therefore other locations might be explored.
- b. Need to identify criteria for allocation of space in mainland sites.

→ *Action Point: WG members to send inputs and contributions to 4-page document to Dennis/Francesco by tonight (30 June)*

### 4. ToR for SMS agencies for submission to MoMP

Dennis circulated 2 drafts: one for SMS agencies in the warehouses in the North (created following Idomeni relocation) and one for all the other sites. The two drafts will be submitted to the MoMP by UNHCR by the end of the week. They should be no longer than 1 page and should not contain "CCCM/Protection jargon".

→ *Action Point: WG members to send inputs and comments on SMS agency ToR to Dennis/Francesco by tomorrow (01 July)*

### 5. AOB

#### a. Summerization plans

Attica:

- DRC planning to conduct summerization kit distribution (sunscreen, deodorant, baseball cap, scarf, flipflop, insulated water bottle, portable coolbox) by end of July.
- Solidarites planning to distribute sunscreen and mosquito repellents, install shaded areas, install AC in charger rooms and establish additional water points in Malakasa.

Central Macedonia:

- NRC is not a NFI agency in the North, therefore no distributions planned at the moment. However, several shaded areas so far set up in various sites and looking at the possibility of conducting a pilot summerization project in Oreokastro (not confirmed yet).

Lesvos:

- UNHCR asking Shelter/NFI whether fans can be provided by NFI actors in Karatepe
- SP/MC/UNHCR working on shaded areas in Karatepe and Moria

#### b. Safety and Security in the sites

Attica:

- Last Thursday inter-communal strife between Yazidi and Syrians in Skaramangas → DRC pulling out the team for ½ day
- Malakasa: no incidents reported.

Islands:

- Karetepe: no incidents reported.
- Chios: Inter-personal fight between refugees in Souda informal site resulted in the death of one PoC and the hospitalization of another one.

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**c. Report of increasing tension between government site managers and refugees in Malakasa**

- Malakasa: protest by refugees to get the SM removed after holding him responsible for poor food provision.

**d. Urban strategy**

- First Technical WG meeting last week chaired by CRS. A number of agencies are working together to develop a draft urban response strategy. Next meeting should be called soon.

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