

## Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	13.6.2016
Facilitator	Volker Schimmel, UNHCR	Meeting Time	10.00– 1200
Minutes Prepared by	Ruba Saleh UNHCR		
Purpose of Meeting	Regular/Monthly Meeting		

### 1.) Summary of action points

No.	Action Point	Focal Point / Organization
1.	To send expression of interest email for the role of SGFP with BNWG members.	Ruba Saleh
2.	To circulate the BNWG work plan for review and feedback prior to the next meeting.	Volker Schimmel
3.	To share a draft document form MEB review meeting with the BNWG for their feedback.	Volker Schimmel
4.	To share further info related to RAIS assistance coordination for cash and voucher.	Volker Schimmel

### 2.) Session Summaries

Item	Discussion
Update from ISWG	<ul style="list-style-type: none"> <li>- Sectors are in the process of finalizing the revision of VAF sector tree. A meeting took place on 5 June where sectors shared their input and feedback on the review process. The final draft with findings, revised trees and all the documentation is expected by August.</li> <li>- Zaatari Camp Management team are in the process to finalize Zaatari Strategic Plan. The Zaatari Strategic Plan would define the vision, objectives and activities for 2017 – 2019. The plan will be shared with sectors in the national level for feedback and review. Basic needs component will be presented in the BNWG meeting in July.</li> <li>- The Coordination Unit is in process of organizing a three-day training for the new coordinators (sectors, urban and camp coordination), which will tentatively take place on 25 - 27 July. The coordination unit will share the invitation with sectors for participants' nomination.</li> <li>- The Coordination unit is following up with each sector to support discussion on how to reflect areas of inter-sector linkages. The final draft of the produced document will be shared accordingly.</li> <li>- So far, there are no clear instructions from MoPIC regarding JRP 2016 revision. The planning phase of JRP 2017 - 2019 will probably start by the end of August.</li> </ul>

Update on OCHA JHF	<ul style="list-style-type: none"> <li>- By end of May, OCHA announced the conclusion of JHF call for proposal upon the completion of the technical review. Four projects in the Basic Needs sector were approved (PU-AMI, Medair, ACF &amp; NRC).</li> <li>- Appreciation was made to LWF and Intersos who participated along with UNHCR in the technical committee to review and evaluate the basic needs projects.</li> </ul>
Update on 3RP mid-year review	<ul style="list-style-type: none"> <li>- 3RP mid-year report to be published by end of June. Basic needs partners were encouraged to review and update their entry in Activityinfo to enable for accurate reporting. Coordination unit will start a data validation exercise and will reach out to NGOs if needed.</li> <li>- The financial tracking for the second quarter (April-June) will take place by early July.</li> </ul>
Revision of the BNWG work plan 2016	<ul style="list-style-type: none"> <li>- The BNWG members reviewed the work plan for 2016 and tracked the progress of what have been achieved by the BN sector so far.</li> <li>- The BNWG agreed to look into standardization of NFI as one of the item in the operation support component, in addition to reviewing the cross-sector collaboration to consider livelihoods in the inter-sector linkages.</li> <li>- The BNWG plan will be circulated with the group with added pointers for their review. The feedback to be provided by the next BNWG meeting.</li> </ul>
Update on Services advisor	<ul style="list-style-type: none"> <li>- On 5 June, Services advisor training was conducted for the Basic needs sector. NGO's participants provided their feedback on the technical aspect related to design and layout of the services advisor in addition to the taxonomy used for Basic Needs assistances.</li> <li>- Upon reviewing the taxonomy, the BNWG agreed to use activityinfo indicators to reflect the assistance on services advisor. A second training will be conducted in July and invitation will be shared accordingly.</li> </ul>
Update from SGFP	<ul style="list-style-type: none"> <li>- Basic Needs SGFP shared an update from the Gender Equality in Humanitarian Action (GEHA) training that took place during 15-17 May. A half-day presentation on the training conclusions with the support from GenCap advisor can be arranged for interested BNWG members.</li> <li>- GenCap advisor with a support from basic needs SGFP will draft a gender analysis framework for the basic needs sector by 10<sup>th</sup> of July. The framework will be shared with the BNWG for review and feedback.</li> <li>- A nomination for a SGFP will take place for the Basic Needs sector. With appreciation to Zaid Awmreh (PU-AMI) who fulfilled the role of Basic Needs SGFP during the last year.</li> </ul>

RAIS update on assistance coordination	<ul style="list-style-type: none"> <li>- RAIS assistance coordination for cash and voucher was introduced to the BNWG, it is similar in function to the winterization module and it requires commitment in reporting and following up form NGOs.</li> <li>- An email will be shared with the BNWG to introduce them further to RAIS assistance coordination that will be ready for use starting from 14<sup>th</sup> of June. Capacity building session will be arranged accordingly.</li> </ul>
Update on MEB review.	<ul style="list-style-type: none"> <li>- The review of Monthly expenditure basket (MEB) started on the 8<sup>th</sup> of June; the MEB was designed to reflect the monthly cost per capita, which allows a Syrian refugee to live a dignified life outside the camps in Jordan.</li> <li>- The concept of survival MEB was outlined as the monthly cost per capita that is the minimum needed for physical survival and implies the deprivation of a series of rights.</li> <li>- MEB review document will be shared with the BNWG for their feedback and volunteers are encouraged to join in facilitating the discussion on reviewing the basic household (HH) items consumption under the base line</li> </ul>
AOB	<ul style="list-style-type: none"> <li>- Winterization task force meeting to take place in mid-July, further info to be shared in the next BNWG meeting.</li> <li>- Next BNWG meeting to take place in the 13<sup>th</sup> of July form 10.00 -12.00 pm at UNHCR-EMOPS room.</li> </ul>

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