

Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	13.7.2016
Facilitator	Elias Jourdi, NRC	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.	VAF BN task force member to have their first meeting on 17 July and to provide their final feedback by end of July.	VAF BN Task force members
2.	Document related to VAF and MEB to be shared with the task forces members	Olivia Cribb
3.	SGFP to start the data collection for the gender analysis framework by end of July, and to prepare a first draft by mid-August.	SGFP

2.) Session Summaries

Item	Discussion
Update from ISWG	<ul style="list-style-type: none"> - Services advisor roll out is completed, feedback from sectors and area-based coordination will be incorporated into the system to improve user interface, layout of data, visualization and reporting tools. - Reporting in JORISS system for the first half of 2016 (1 January to 30 June 2016) was opened on 1 July, all JORISS users are requested to complete their project reporting by 21 July. - The annual sector performance survey will be conducted by end of July, and online survey will be launched and participants will be requested to respond in two weeks. - 3RP Mid-Year report was released on 5 July and available at www.3RPSyriaCrisis.org, key messages were shared earlier with the BNWG.
Update on VAF and MEB review	<ul style="list-style-type: none"> - Based on the feedback received from BN partners on the sector tree review meetings conducted on May and June 2016. Three options are currently available to the BN sector. PU-AMI, ACTED, Medair and ACF volunteered to join a task force in order to review and critically analyse the three options and to

	<p>recommend the BN VAF module for next year.</p> <ul style="list-style-type: none"> - Following the MEB review meeting on 8 June, NGOs were encouraged to join the discussion on reviewing Basic Needs component. CARE, NRC and WFP volunteered to join in the task force. Feedback to be shared by end of July.
SGFP update and election of a new SGFP	<ul style="list-style-type: none"> - SGFP with the support of GenCap advisor are in the process of preparing gender analysis framework. The purpose of the gender analysis is to assess the gender dimensions of Basic Needs for Syrian refugees in Jordan. This helps to ensure that response plans objectives are relevant and address refugee needs. - Gender analysis will also identify issues arising from impacts of existing Basic Needs programs, gaps between men and women in participation and representation, the gaps in capacity and awareness, and identify solutions such as affirmative action, training, or targeted programs to redress inequality. - The gender analysis frame work first draft to be produced by mid-August and to be shared with the BNWG for their feedback. - BNWG sector Gender Focal points are; Ruba Saleh from (UNHCR), Sana Qasmieh from (ACTED) and Zayneb Al Asaadi from (CRP)
Services advisor training and activity info reporting	<ul style="list-style-type: none"> - The BNWG taxonomy were modified and incorporated into the system following the feedback received form the participants on the Services advisor training conducted on 5 June. A second training will be conducted in 28 July and invitation will be shared accordingly. - Activity info reporting for the month of June was noted to be improved. Data validation exercise for the period pf (Jan-May) 2016 is still on going and appreciation was made for the NGOs for their timely feedback.
Winterization Task Force	<ul style="list-style-type: none"> - The first meeting for the winterization task force will take place on the 8 Aug following the BNWG meeting. Lessons learned from winterization 2015-2016 will be shared with the task force members.
AOB	<ul style="list-style-type: none"> - Basic Need work plan to be shared with BNWG members for their comment and feedback as agreed on the previous meeting. - NGOs have been encouraged to report any technical challenges they face with JORISS while submitting JHF projects proposal. - Next BNWG meeting to take place in the 8 Aug form 2.00 -5.00 pm at UNHCR-EMOPS room.

Organisation	Name	Email
NRC	Elias Jourdi (Co-Chair)	elias.jourdi@nrc.no
ACF	Antoine Esteban	fieldco-north@jo.missions-acf.org
ACF	Erik Turner	dcdprograms@jo.missions-acf.org
ACTED	Philippine Cartier	philippine.cartier@acted.org
ACTED	Mohie AL-Wahsh	mohie.al-wahsh@acted.org
ACTED	Sana'a Qasmieh	sana.qasmieh@acted.org
AVSI	Fadi Hrimat	fadi.hrimat@avsi.org
CARE	Mohammad Salem	Mohammad.salem@jo.care.org
ICRC	Samia Al Dalahmeh	saldalahmeh@icrc.org
IFRC	Yukta Kumar	Yukta.KUMAR@ifrc.org
Intersos	Majdi Sunna	Procurement.jordan@intersos.org
Medair	Dalia Barhoum	cashpo-jor@medair.org
Medair	Tamsin Blake	cashpm-jor@medair.org
PU-AMI	Daniel Osnato	jor.progco@pu-ami.org
UNHCR	Olivia Cribb	cribb@unhcr.org
WVI	Ali Khazendar	Ali_al-khazendar@wvi.org
LWF	We'am Daibas	cashpro.jor@lwfdws.org
WFP	Ryan Beech	ryan.beech@wfp.org
IRC	Sawsan Issa	sawsan.issa@rescue.org

UNHCR	Ruba Saleh	salehru@unhcr.org
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