

# JORDAN REFUGEE RESPONSE

## Inter-Sector Working Group

Meeting Minutes and Action Points  
Sunday, 7 August 2016 • UNHCR Office, Amman



### **Agenda**

- Briefing on the Jordan Humanitarian Fund
- Preparation for JRP 2017 – 2019
- 2nd Quarter ActivityInfo Indicators Progress Report
- 2nd Quarter Inter-Agency Financial Tracking System (refugee pillar)
- Discussion on Urban Coordination Mechanism
- Sector Performance Survey
- Vulnerability Assessment Framework
- Winterization

### **Briefing on the Jordan Humanitarian Fund by OCHA**

The Jordan Humanitarian Financing Unit of OCHA is in the process of preparing for a new call for proposal which is expected to be launched by mid-September. It is expected that a total figure of USD five to six million will be allocated to this call; the ceiling for a project is a maximum of USD 400,000. Many Sector Coordinators agreed to prioritize the interventions at the Azraq camp, considering the recent developments and uncertainties in implementation of projects at the berm. If there is significant urgent and humanitarian gap existing at the host communities, Sector Coordinators might consider them as a priority. At this moment it is still difficult to estimate the gaps in winterization projects. Sector Coordinators are asked to finalize their inputs to the sector priorities document by Wednesday 17 August. As the focus will be given to urgent/humanitarian interventions, the Livelihoods Working Group will not place their priority for this document. If one of several priorities have more weight than others, that should be clearly mentioned in the document to be considered by the Advisory Board.

### **Preparation for JRP 2017 – 2019**

On 14 August there will be a government's internal meeting for all JRP Task Force chairs on the JRP 2017 – 2019 planning process. JRP Task Force chairs will be provided with detailed instructions/guidelines for JRP 2017 – 2019, including new templates of the detailed Project Sheets. After the meeting of 14 August, each JRP Task Force will call for a meeting with partners including UN agencies and NGOs to discuss further processes and to share the templates/calendar. It is likely that the JRP Livelihoods Task Force will be separated from the JRP Food Security Task Force. This year the Project Sheet will include detailed activity level information. The Government plans to organize a workshop on 4-6 October. The population projection for 2017 will be shared once it is ready.

## **2nd Quarter ActivityInfo Indicators Progress Report**

The Coordination Unit made a presentation on the 2nd Quarter ActivityInfo Indicators to show the progresses made against the year-end targets. It is important to analyze the progress to advocate, revise indicators / targets, flag to the partners for the timely and accurate reporting and enhance implementation. There seem to be various reasons for high/low project implementation rates, such as changes of the context, underfunding, inadequacy of targets, reporting errors (timing, accuracy, double counting), different interpretation of indicators (for example, the number of beneficiaries or the number of events). It is beneficial for Sector Coordinators to have discussion with sector partners, in order to review project activities to improve implementation and to ensure that sector partners understand under which indicator to report. Protection and Basic Needs Sector Coordinators have already started such discussions to analyze the implementation rate in comparison to the targets. All Sector Coordinators are asked to have similar discussions with partners during the next sector working group meetings to address the issues.

## **2nd Quarter Inter-Agency Financial Tracking System (refugee pillar)**

Thanks to supports from Sector Coordinators, all of 55 organizations participating in the inter-agency appeal (refugee pillar) reported for this exercise. By the end of June 2016, USD 339 million (i.e. 45 percent of the total requested funds) have been received under refugee component. This figure is much higher, compared with the same period last year (i.e. USD 272 million, or 31 percent of the total requested funds received as of end June 2015). Note: this financial tracking does not include interventions at berm.

## **Discussion on Urban Coordination Mechanism**

During the Coordination Skills Training in mid-July, training participants raised the issue of the urban coordination mechanism, especially if the roles and responsibilities of urban coordination mechanism are clear, if the structures meet needs, and if the system is coherent. Sector Coordinators shared various views; such as the importance to have case referrals among partners at the urban coordination level, the significance to have an inter-sector mechanism to address local issues together, a concern to create too many forums which do not meet needs, lack of staffing capacity to have sectorial/thematic meetings at the urban coordination level, etc. The Coordination Unit will continue to ensure linkages with Urban Coordinators by attending urban coordination meetings and inviting them to monthly ISWG meetings. The Coordination Unit will continue to have further discussion with Urban Coordinators to find the best way forward.

## **Sector Performance Survey**

The link to the on-line version will be available on 14 August, and partners will have two weeks to respond. Sector Coordinators and Coordination Associates will encourage as many sector partners as possible to participate.

## **ActivityInfo Reporting**

Participants discussed whether the ActivityInfo reporting database should have the function to lock the data entry on a monthly basis, as some Sector Coordinators have encountered discrepancies in monthly reporting. As many Sector Coordinators would like not to lock the data entry on the monthly basis, it was decided that Coordination Associates would share the quality data reports with Sector Coordinators in a monthly basis, so that this reporting problems can be raised during the monthly meeting to inform which partner has reporting problems.

### Vulnerability Assessment Framework

VAF revised sector trees will be validated; the VAF questionnaire will be reviewed. The VAF Advisory Board met last week to discuss the ToR and a work plan, which will be uploaded to the portal page accordingly. The milestone will be communicated to partners. The participatory assessments will be fed into the VAF.

### Winterization

The first meeting of the Winterization Task Force will take place on 8 August to start coordination of standard packages etc. focusing on the non-camp population, as camp populations are covered by the camp-based groups. This year the Winterization Task Force will collaborate with the Basic Needs Sector and the Shelter Sector, based on the lessons learnt from the last year.

### AOB:

- WASH Sector Working Group meetings started to be organized at Zaatari camp.
- Nicole Cam (Food Security Sector Coordinator), Volker Schimmel (Basic Needs Sector Coordinator) and Catherine Osborn (Protection Sector Co-Coordinator) will finish their assignments.

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Share the advocacy /priority paper related to Azraq camp prepared by the INGO Forum, as requested by Sector Coordinators	INGO Forum	Done on 8 August
Provide inputs to the Jordan Humanitarian Fund's priorities document	Sector Coordinators	By 14 August
Participate in the JRP Task Force meetings	Sector Coordinators / Coordination Associates	After 14 August
Discuss the 2 <sup>nd</sup> quarterly ActivityInfo Indicators progress report with sector partners, if not done yet	Sector Coordinators / Coordination Associates	By 4 September
Discuss a way forward with Urban Coordinators	Inter-Sector Coordinator	By 4 September
Encourage sector partners to join the Sector Performance Survey	Sector Coordinators/ Coordination Associates	14 – 25 August

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The next Inter-Sector Working Group meeting will take place on Sunday, 4 September 2016, at 2.00 pm at UNHCR EMOPS room.