

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 25 September 2016 • UNHCR Office, Amman



1. Update on JRP and 3RP

- JRP Secretariat briefed the guidelines for the JRP 2017 - 2019 and templates including Project Summary Sheets (available at <http://www.jrp.org/cva-2016-task-force-resources-1-1>) by sharing the relevant background information.
- The main changes of the Project Summary Sheets from the last year are that for infrastructure projects outside camps, it is necessary to complete one Project Summary Sheet for each infrastructure built/rehabilitated (school, hospital, electricity or water network, wastewater system, etc.), with detailed location. As per the guideline, it is also important for all other projects to avoid big scale Project Summary Sheets, unless fully justifiable.
- In addition to the more specific geographic information, activity level information and introduction of sub-sectors are changes from the last year. Project outputs of the last year are replaced with "Project Objectives".
- Participants from the Education Sector and the Health Sector expressed their concerns about the requirement of the geographical information for each infrastructure, considering a large number of infrastructures and challenges to identify exact locations at this moment although governorate level information could be provided.
- Participants pointed out the difficulties in the identification of the targeting number of beneficiaries as the government's statistics record more than 1.2 million Syrians in Jordan while there are some 650,000 refugees registered with UNHCR Jordan. It will be necessary to clearly mention in the Project Summary Sheets if targeted beneficiaries are Syrian refugees registered with UNHCR or the whole Syrian population in the country.
- Budgets for projects/sector will be determined based on needs. No budget ceiling is imposed at this moment, although final decision on the overall JRP budget will be taken at ministerial level.
- For this year's guideline, there is no specific proportion of refugee and Jordanian beneficiaries mentioned, as this will be discussed at the Task Force level.
- The budgets for 2018 and 2019 are only indicative, which will be further reviewed next year. Task Force members might wish to calculate the 2018 budget and the 2019 budget based on estimated needs and vulnerabilities and natural population growth etc.
- The participants for the Dead Sea Workshop will need to register themselves through the online system <http://www.jrp.org/new-page-2> by Tuesday 27 September. The participation is open to all the task force members, including NGOs and donors. JRP Secretariat will share a list of participants by sector to all Task Force Chairs or Secretariats asking for it, so that Task Force Chairs and Secretariats can make sure all relevant Task Force members have been properly registered.

- The Inter-Sector Coordinator briefed that Inter-Sector Coordinators from five countries and the INGO representatives attended a meeting for the 3RP on 8 September. This time 3RP is a two-year rolling plan; the regional deadlines are 24 October and 14 November.
- On 22 September the Inter-Sector Coordinator met with UNDP counterpart to discuss the way forward for the 3RP. On 27 September Inter-Sector Coordinators from UNDP and UNHCR will have a joint meeting with MoPIC to discuss the renewal of the JRP-3RP agreement.
- The Information Management Team made presentations regarding the three issues: 1) calendar; 2) roles and responsibilities; 3) criteria for review. All the relevant information will be included in the *ActivityInfo Step-by-Step Guide*, which will be distributed during the training scheduled on 16 – 17 October.

2. Winterization

- The Winterization Task Force Chair made a presentation. See attached the document for details.
- OCHA Jordan Humanitarian Fund call including winterization was released. Deadline is 29 September.
- Winterization standards have been finalized. The same principles as last year apply; however the apportioning system has been changed in order to address some of the concerns raised by partners on family size 1 and 2 which were not receiving adequate support.
- The Harsh Weather Conditions Task Force has been established and will meet for the first time. The objective for this year is to agree with partners on SOPs, standards and contingency planning in a more formalized way.
- MoSD has shared the initial list of governorates where vulnerable Jordanians have been identified. Partners were requested to provide feedback on the list provided.
- Winterization Interventions Matrix (offline) has been circulated with partners.
- The winterization module in RAIS is being updated and will be ready the first week of October.
- The Shelter Working Group is collaborating with the Winterization Task Force for advising on shelter interventions in urban areas. The Shelter Working Group will come back to the Winterization Task Force with finalized SOPs and intervention types.
- In Zaatari camp, cash for shelter at household level and cash for gas are considered, while for Azraq camp, distribution of cash (at individual level); heaters, gas cylinders, gas refills and shelter maintenance kits (besides the cash the rest is in kind) are considered.

3. Jordan Humanitarian Fund

- The Advisory Board selected the following sectors as priorities for the call for proposals for the Jordan Humanitarian Fund in September: Basic Needs, Protection, Health, Shelter and WASH.
- The deadline for project submission is 29 September. The above-mentioned sector coordinators will receive projects by 1 October and will need to conduct technical review and recommendation by 10 October.
- It was agreed that the Winterization Task Force will screen the relevant project proposals. The Inter-Sector Coordinators will communicate this to OCHA accordingly.
- It was agreed that the Inter-Sector Coordinator will send a note to the Sector Coordinators for the technical review process in order to have a common approach.

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Register participation in the JRP Dead Sea Workshop	JRP Task Force members	27 September
Send the invitation for the ActivityInfo training sessions	Coordination Associates	28 September
Share feedback to the draft Sector Performance Survey report	Sector Coordinators	29 September
Review Jordan Humanitarian Fund project proposals	Sector Coordinators	10 October
ActivityInfo training sessions; Share the ActivityInfo Step-by-Step Guide	IM Team	16 – 17 October

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The next ISWG meeting will be held on Sunday 6 November at 2 pm in UNHCR EMOPS room.