

# JORDAN REFUGEE RESPONSE

## Inter-Sector Working Group

Meeting Minutes and Action Points  
Sunday, 4 December 2016 • UNHCR Office, Amman



### 1. Update on JRP and 3RP

- The Inter-Sector Coordinator thanked all Sector Coordinators for their continued efforts to support the Government's JRP planning process. The JRP budgets have been currently under discussion in the government.
- As the JRP has not been finalized, the existing Inter-Agency Appeal is still provisional and subject to change. It will be important to make the Inter-Agency Appeal to be in line with the JRP logical framework and the JRP budgets once the JRP 2017-2019 is finalized. The Inter-Agency Appeal will need further revision in order to be in line with the JRP 2017-2019 and require a review by the Government of Jordan.
- Reportedly the Government plans to organize the JRP Platform meeting around on 19 December.
- The official launch of the 3RP is scheduled on 24 January in Helsinki, Finland.

### 2. ActivityInfo Monitoring and Reporting Database and Financial Tracking

- The Information Management Team plans to organize the training session on the ActivityInfo Monitoring and Reporting Database for partners tentatively on 16-17 January in Amman, 18 January in Mafrq/Zaatari and 19 January in Irbid and 22 January in Amman. Once the dates/timings/venues are confirmed, invitations for the training sessions will be sent to sector partners accordingly.
- By 15 December, it is important to have proper target figures for each indicator recorded in the ActivityInfo planning database. The Information Management Team will follow up with Sector Coordinators through Coordination Associates.
- Inter-Sector Coordinator and the Information Management Team will further discuss with UNDP on a possibility to monitor and report achievements made against the targets under the Resilience Component possibly by the end of December.
- The Fourth Quarter Financial Tracking for 2016 (refugee component of the inter-agency appeal) will take place during January. At the same Inter-Sector Coordinator will also discuss with UNDP on financial tracking system for the Resilience Component.

### 3. Sector Dashboard

- Information Management Officer made a presentation on the new version of the Sector Dashboard which is under review and development.
- A list of indicators to be captured in the new Sector Dashboard will be shared with the Sector Coordinators for their review in late January.

#### 4. Review of 2016 Work Plan

- Inter-Sector Coordinator will share the progresses made on the 2016 Work Plan and share a draft 2017 Work Plan by email.
- During the next ISWG meeting in January-February, the 2017 Work Plan will be further discussed.

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Validate the targets against indicators	Sector Coordinators (in collaboration with Information Management Team and Coordination Associates)	By 15 December
List indicators to be used for the new Sector Dashboard	Sector Coordinators (in collaboration with Information Management Team and Coordination Associates)	By 31 January
Discuss the next year's monitoring/reporting and financial tracking system	Inter-Sector Coordinator	29 December
Send invitations for the ActivityInfo monitoring and reporting database training sessions	Information Management Team	29 December
Share the progress on the 2016 Work Plan and a draft 2017 Work Plan	Inter-Sector Coordinator	29 December

**The next ISWG meeting will be held on Sunday 15 January at 2 pm in UNHCR EMOPS Meeting Room.**

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