

Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	6.02.2017
Facilitator	Elizabeth Burnhart (UNHCR) Fanny Marchand (PU-AMI)	Meeting Time	2.00– 4.00 pm
Minutes Prepared by	Ruba Saleh UNHCR		
Purpose of Meeting	Regular/Monthly Meeting		

1.) Summary of action points

No.	Action Point	Focal Point / Organization
1.	Activityinfo January 2017 reporting to be concluded by 15 Feb COB	BNWG partners
2.	BNWG 2017 work plan to be shared with partners for comment	Ruba Saleh
3.	BNWG partners to share their Winterization PDM format and the time-frame to conduct the Winterization PDM by 21 Feb.	Ruba Saleh

2.) Session Summaries

Item	Discussion
ISWG update	<ul style="list-style-type: none"> - The Regional Refugee and Resilience Plan (3RP) 2017- 2019 Launch was held in Helsinki, Finland, on 24 January 2017, with total appeal of US\$4.63 billion. In Jordan, the Inter-Agency Appeal in support of the Jordan Response Plan in 2017 in total is 1,197 mil USD, with 741 mil USD in Refugee and 456 mil USD in Resilience component, reaching a proportion of 62 to 38 percent between two components. The Basic Needs partners will be informed upon receiving the “no objection” from MoPIC. - The Fourth Quarter Financial Tracking for 2016 (refugee component of the inter-agency appeal) is being finalized; partners who did not submit their inputs to the financial tracking are required to share it by 9 Feb COB per to the correspondence form the inter-agency coordination unit. - ActivityInfo Monitoring and Reporting Database (Refugee and Resilience) are open for partners. An exceptional deadline was set to report January activities by 15 February resorting to the original deadline of reporting by eighth of each month afterward.
Refresher on RAIS	<ul style="list-style-type: none"> - A refresher on RAIS and the available modules and functions was presented to the BNWG members with emphasis on the importance of providing all the available information related to the beneficiaries. - A challenge was noted regarding the booking of winterization cases, as some cases were booked for more than 45 days pending receiving confirmation on delivery of winterization assistance through the bank or due to lack of funds to deliver assistances. Several

	<p>suggestion were made to address this challenge. Basic needs partners agreed to address this issue in the winterization 2016-17 lessons learned meeting</p> <ul style="list-style-type: none"> - Some partners faced challenges in uploading their winterization cases after delivering the assistance, which led to duplication of assistances. The percentage of duplicated cases will be shared with the BNWG partners upon uploading all cases by the partners on RAIS. - Partners facing technical challenges and difficulties in uploading their winterization cases were encouraged to contact Olivia Cribb (CRIBB@unhcr.org). - Partners are encouraged to nominate a focal point from their respective organization in order to attend a RAIS ToT training. The trained focal point will be responsible to train their colleagues in the organization and will be responsible to follow up on RAIS related issues. Olivia Cribb will communicate information on the training.
Refresher on VAF	<ul style="list-style-type: none"> - VAF module on RAIS is currently available; it provides information regarding VAF score per sector. VAF assessment is conducted for the cases annually. With exceptional reassessment for cases submitting an appeal. - UNHCR field/ VAF team are willing to provide capacity training and technical support for VAF partners. Access to the module is provided based on request; partners are encouraged to contact Olivia Cribb (CRIBB@unhcr.org) for further information. - VAF validation workshop was held on Dec 2016, VAF version 2 (VAF v2) is being finalized based on the feedback and comments received from sectors. The revised sector tree will be shared with the BNWG partners - VAF v1 will continue to be used for assessment, once the shift for VAF v2 is done, partners will be notified accordingly.
Mapping of Cash intervention	<ul style="list-style-type: none"> - The BNWG members reviewed the Mapping of Cash intervention templates. Based on the information submitted by the organization, the BNWG partners agreed to discuss first the modalities of delivering cash assistance then to discuss later on the criteria of selection, and geographical mapping and outreach modalities. (As the discussion of Cash intervention are only covering the urban context). - Presentation on the currently used cash modalities will be done as follow : <ul style="list-style-type: none"> • Common Cash facility (CCF) : to be presented by WRG • ATM : to be presented by DRC • Exchange company : to be presented by PU-AMI - BNWG members agreed on the importance of involving Protection working group in the discussion regarding UCA/ECA level of assistance and targeting criteria, while cash for work (CFW) will not be included in the cash intervention discussion as the livelihoods working group is the form to discuss it.
BNWG 2017 work plan	<ul style="list-style-type: none"> - A draft BNWG 2017 work plan will be shared with the partners for their review. Comments and feedback on the work plan to be shared with Ruba Saleh (Salehru@unhcr.org) by Monday 13 Feb COB.
AOB.	<ul style="list-style-type: none"> - A new email address was created to coordinate the growing number of requests for data that include biodata on refugees (proGres information ,RAIS and VAF)The email address for all data sharing requests is JORAMDAT@unhcr.org - BNWG partners agreed to share their winterization 2016-17 PDM format and the period they plan to conduct the PDMs with Ruba Saleh (salehru@unhcr.org) by 21 Feb COB. A

	<p>Winterization 2016-17 lessons learned meeting will be scheduled in March upon receiving the required information.</p> <ul style="list-style-type: none"> - The Next BNWG meeting to take place on Monday 6th of March from 2.00 pm to 4.00 pm at the UNHCR EMOPS conference room.
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List of Participants

Organisation	Name	Email
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