

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 6 August 2017 • UNHCR Office, Amman



1. Jordan Humanitarian Fund: second call for proposals

Based on the presentation provided by OCHA during the previous ISWG meeting of 9 July and the briefing note provided by OCHA on 18 July, Sector Coordinators had discussions on their sector priorities with partners by end of July. During the ISWG meeting, four Sectors (i.e. Protection, Livelihoods, Education and Food Security Sectors) decided not to recommend any sector priority, considering the nature of the upcoming call for proposals. Other four Sector Coordinators (from Shelter, WASH, Health and Basic Needs Sectors) made presentations on their recommendations to other Sector Coordinators.

As per the OCHA, given the smaller size of the fund (around US\$ 1.6 million as of 6 August, to be confirmed), it was expected that the number of projects to be funded could be around four for Jordan. Therefore the Inter-Sector Working Group as a body planned the prioritization of four specific sectorial needs. The sector-wise funding status for the Inter-Agency Appeal as of 30 June 2017 has been taken into consideration. (<http://data.unhcr.org/syrianrefugees/download.php?id=13860>) The final version of the recommended sector priorities needs to be submitted to OCHA by 8 August.

In relation to the JHF call for proposals, Sector Gender Focal Points Network members have been requested to conduct refresher sessions on Gender and Age Marker for their sector partners. Sector Gender Focal Points can also support Sector Coordinators for the project reviewing process to ensure gender mainstreaming, through usage of their knowledge on the Gender and Age Marker. The Inter-Sector Coordinator will share a list of the Sector Gender Focal Points Network with Sector Coordinators.

Action Points	By whom	By when
Provide further explanation to Inter-Sector Coordinator to finalize the sector priorities document	Sector Coordinators	8 August
Submit the final version of the Inter-Sector Working Group priorities	Inter-Sector Coordinator	8 August
Conduct a refresher course on the Gender and Age Marker for sector partners	Sector Gender Focal Points	31 August
Share a list of Sector Gender Focal Points with Sector Coordinators	Inter-Sector Coordinator	17 August

2. Response Planning in Jordan

During the ISWG meeting held on 9 July, the Health Sector shared their good practice with all Sector Coordinators. It was recommended to start preparation as soon as possible, based on practical tips introduced by the Health Sector Coordinator. The Inter-Sector Coordinator advised Sector Coordinators to consider applying the Health Sector's approach for their respective sector planning

this year. At the same time the 3RP Mid-Year Report is due later this month, as instructions were sent last week.

Action Points	By whom	By when
Continue to support JRP planning process; Contact the Inter-Sector Coordinator and Information Management Team for any necessary support (including briefing on the appeal process and Information Management tools for planning, etc.)	Sector Coordinators	Throughout August
Provide inputs to the Inter-Sector Coordinator on the 3RP Mid-Year Report (See the email sent from the Inter-Sector Coordinator on 3 August)	Sector Coordinators/ Associates	24 August

Quarterly Report on Gap Analysis

Coordination Associates drafted the second quarter sectorial analytical reports (i.e. documents including the information of the funding status, bar charts of key sector indicators, narratives of achievements, constraints and unmet needs foreseen for the next quarter). Sector Coordinators were requested to review the draft reports including gap analysis by 10 August. It will be used for the 3RP Mid-Year Report and sector-wise discussion with partners and other relevant stakeholders.

Action Points	By whom	By when
Finalize the Second Quarterly report with Coordination Associate	Sector Coordinator	10 August
Review and modify targets of indicators if needed	Sector Coordinator	asap

Information Management:

The Information Management Team demonstrated the Indicator Dashboard <http://scs.raisunhcr.org/dashboards/indDashboard.aspx> (which is also available as the new feature on the Sector Dashboard page <http://scs.raisunhcr.org/>). This allows Sector Coordinators and partners to filter the information by Sector → Objective → Project → Indicator, to conduct gap analysis for specific intervention. The reports are downloadable and include breakdowns by populations (Syrian or Jordanian) and by age/gender.

Action Points	By whom	By when
Invite Information Management Team to brief sector partners on the new Indicator Dashboard	Sector Coordinator/Associate	Throughout August

Sector Gender Focal Points Network

While Sector Gender Focal Points for Health, Education, Basic Needs and Food Sectors finalized their Sector Gender Analysis, other sectors are at the final stage of completion of the analysis. One pagers of Sector Gender Analysis were shared with Sector Coordinators, so that the Sector Gender Analysis is useful for the JRP Comprehensive Vulnerability Assessment and the Sector Response Strategy etc. Sector Gender Focal Points will approach Sector Coordinators to allow them to make a short presentation during the next working group meeting, if they have not done so yet.

Action Points	By whom	By when
Finalize Sector Gender Analysis and make short presentation during the next Sector meeting	Sector Gender Focal Points	asap

The next ISWG meeting will be held on Sunday, 1 October at 2pm in UNHCR EMOPS Meeting Room.

Participant Name	Sector	E-mail
Yukiko Koyama	Inter-Sector	koyama@unhcr.org
Gorgui Niokhor Diouf	Inter-Sector / IM	dioufg@unhcr.org
Elena Guseva	Inter-Sector	guseva@unhcr.org
Fabiana Maffeis	Basic Needs	jor.progco@pu-ami.org
Elizabeth Barnhart	Basic Needs	BARNHART@unhcr.org
Ruba Saleh	Basic Needs / Food Security	salehru@unhcr.org
Dina Al Masri	Education	dalmasri@mecinstitute.org
Rasha Al-Awamleh	Education	alawamle@unhcr.org
Rachida Aouameur	Protection	Rachida.aouameur@nrc.no
Fatma Khan	Protection /SGBV	fkhan@unfpa.org
Ibraheem Abu-Siam	Health	abusiam@unhcr.org
Ali Al-Gharabli	Health / Reproductive Health	Al-gharabli@unfpa.org
Jacqueline de Groot	Food Security	Jacqueline.degroot@wfp.org
Emily Lewis	Livelihoods	emily.lewis@drc-jordan.org
Elias Jourdi	Shelter	elias.jourdi@nrc.no
Esmaeil Ibrahim	WASH	eibrahim@unicef.org
Maysa Saeidi	WASH / Shelter	SAEIDI@unhcr.org
Yannick Martin	Jordan INGO Forum	yannick.martin@jordaningoforum.org
Jessica Gut	Winterization Task Force	gut@unhcr.org
Yahoko Asai	Disability Task Force	rtic.merep@hi-me.org
Begna Edo		bedo@unicef.org
Mohammed Alhamwan		malhamwan@unicef.org
Hanna Abubarham	OCHA	abubarhamh@un.org