

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 3 December 2017 • UNHCR Office, Amman



1. Update on inter-agency appeal process within and in support of the Jordan Response Plan

- The 3RP Regional Technical Committee is in the process of preparing to release the 3RP Regional Overview document available online/email, which will contain the footnote that “All figures for Jordan are preliminary and not approved by the Government of Jordan. The Inter-Agency Appeal will be further revised in line with the Jordan Response Plan 2018-2020 and require a non-objection by the Government of Jordan. The JRP 2018-2020 is under discussion as of 1 December 2017. Once it is finalized, the total requirements of the JRP will be available at <http://www.jrpssc.org>. The Jordan Inter-Agency Appeal refers to the United Nations and NGO appeal in areas where they have a comparative advantage to leverage funding to support the Government of Jordan’s JRP”, until the JRP 2018-2020 is finalized. Hard copies of the document including the final JRP 2018-2020 information will be printed for distribution in 2018.
- The Inter-Sector Working Group plans to send the 3RP matrix on the inter-agency appeal to the Government for their review, once the JRP 2018-20 logical framework and budgets per project/sector become available, to finalize the inter-agency appeal to be in line with the JRP.
- Sector Coordinators shared the progress of the Jordan Response Plan discussion for their respective sectors. Once JRP Task Forces receive feedback, Sector Coordinators and Coordination Associates will need to review to decide whether any adjustments are needed.
- The Information Management Officer shared the estimated target number of beneficiaries of the inter-agency appeal for Sector Coordinators’ review, based on the extraction from the ActivityInfo data entries done by partner agencies. Sector Coordinators were requested to provide their feedback/endorsement by 14 December latest.

2. 2018 Work Plan for the Inter-Sector Working Group

- As follow-up to the previous ISWG meeting in November, the Inter-Sector Coordinator has shared a draft 2018 Work Plan with Sector Coordinators. Sector Coordinators were requested to send their comments to the Inter-Sector Coordinator by 14 December.

3. Inter-Sector Linkages

- The Associate Inter-Sector Coordinator has shared a draft documenting inter-sector linkages taken place in 2017. Sector Coordinators were requested to send their comments to the Associate Inter-Sector Coordinator by 14 December.

4. Information Management Updates

- The Information Management Team shared that the Service Advisor roll out is at the next phase (i.e. to be used by refugees). It is important for sector partners to update the necessary

information for refugees' use. Sector Coordinators requested the Information Management Team to continue the training sessions for partners.

- The Information Management Team has been in the process of transferring the existing information on the Inter-Agency Information Sharing Portal to the new portal.

5. 2017 United Nations Assistance Framework (UNAF) Report

- The Inter-Sector Coordinator has shared the reporting template, which will need to be submitted to the Resident Coordinator's office by 14 January. It was agreed that the Inter-Agency Coordination Unit will fill in the template by using available information in the existing reports prepared by each sector. The draft filled-in template will be circulated to Sector Coordinators' comments and endorsement.

6. RAIS (Refugee Assistance Information System)

- Basic Needs Sector Coordinators explained the needs to streamline the existing RAIS assistance functions for each sector, as reportedly some of assistance functions are not used for sector coordination purposes.
- While some Sector Coordinators do not think that their sectors have any unnecessary assistance functions, other coordinators requested the RAIS Administrators to share the current list of the RAIS assistance functions for their review.
- The Inter-Agency Coordination Unit can also share a list of JRP indicators for each sector including assistance functions, which could be useful for Sector Coordinators' reference.

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Review the estimated target number of beneficiaries for each sector's inter-agency appeal and provide feedback/endorsement to the Information Management Officer dioufg@unhcr.org	Sector Coordinators and Coordination Associates	14 December
Continue to follow up with JRP Task Force chairs to assess any needs for further discussion and/or revision of the inter-agency appeal	Sector Coordinators and Coordination Associates	Ongoing
Send comments on the draft 2018 ISWG Work Plan to Inter-Sector Coordinator koyama@unhcr.org	Sector Coordinators	14 December
Send comments on the draft inter-sector linkage to Associate Inter-Sector Coordinator guseva@unhcr.org	Sector Coordinators	14 December
Share the current list of RAIS assistance functions with Sector Coordinators	RAIS Administrators	As soon as possible
Provide comments on the RAIS assistance function to RAIS administrators BROWNHA@unhcr.org	Sector Coordinators and Coordination Associates	As soon as possible
Share the list of JRP indicators with Sector Coordinators for their reference	Inter-Agency Coordination Unit	6 December

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The next ISWG meeting will be held on Sunday 14 January at 2 pm in UNHCR EMOPS room.