

Common Cah Facility Steering Committee Amman, Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	8 Feb 2018
Facilitator	Elizabeth Barnhart (UNHCR) Gabriele Erba (UNICEF)	Meeting Time	1.00 – 2.00 pm
Minutes Prepared by	Elizabeth Barnhart (UNHCR)		
Purpose of Meeting	Monthly meeting		

1.) Session Summaries

Item	Discussion
Approval of meeting minutes	<ul style="list-style-type: none"> - Attending members approved December minutes
CCF Contract Extension	<ul style="list-style-type: none"> - All participants received the required documents from CAB for the contract extension. Chairperson concerned on the understanding between transaction (individual) and upload (bulk), because of the possible implication to involve NAF in CCF. - As part of the contract extension additional improved ATM will be deployed in key crowded areas. Participants are invited to submit additional input on crowded areas. - Concerning the online CAB portal finalization process has been facing additional delays, March could be a new estimated date of portal deployment.
Development of RFP for 2019 contract	<ul style="list-style-type: none"> - Timeline agreed: finalization of tender document (Q1), Publication of tender (Q2), Contract finalization (Q3). The ownership of next contract is still open to discussion. The assembly agreed to participate together in a taskforce, chaired by UNICEF, which will take place before the regular CCF monthly meeting to start developing the tender document.
Presentation (Mercy Corp)	<ul style="list-style-type: none"> - Mercy Corps presented on their pilot for use of mobile wallets for select beneficiaries in Ramtha, Irbid and Mafraq. Tendering process and FGDs has been completed. Funds will be transferred in the coming two weeks. Mercy Corps will present again on the performance of digital wallets.

AOB	<ul style="list-style-type: none"> - The Next CCF steering committee meeting to take place on Monday 5 Mar 2018 from 1.00 pm to 2.00 pm in the UNHCR EMOPS conference room.
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List of Participants

Organisation	Email	Name
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