Syria Task Force (STF) Meeting Overview
7 January 2016

Attended

- FAO: Caner Erhem
- ILO: Aysegul Ozbek
- IOM: Mazen Aboulhosn
- RCO: Mathilde Kaalund
- UNDP: Fernando Da Cruz
- UNFPA: Behire Ozek, Engin Ugar, Pinar Gucumengil
- UNHCR: Damla Taskin, Hamed Barekzai, Irina Isomova, Jing Song, Johannes Van Gemund Luca Curci, Margarita Vargas Angulo, Melissa Blauvelt
- UNICEF: Nona Zicherman
- UNIDO: Sezen Aydin
- WFP: Maud Biton
- WHO: Serap Sener

Sector updates

- Health: (update provided by WHO)
    - In December the government health working group (DGMM, AFAD, and the Ministry of Health) invited WHO to the meeting and indicated they would continue to invite WHO for briefings and meeting participation from time to time.

- Basic Needs: (update provided by IOM)
    - UNICEF, IOM and UNHCR on the field level continued to collaborate on winterization projects (vouchers, GIK) with the goal of finalizing all winterization by the end of March.
    - Discussed the vulnerability working group (detailed discussion to follow in this meeting).
    - Continue to synergize work with NFI distributions and strategies in the field and at Ankara level.

- Education:
    - Group met in December, update will be provided during next STF meeting.

- Livelihood:
    - Meeting will occur on 8/1/16, update will be provided during next STF meeting.

- Other:
    - UNDP attended a meeting with the Prime Minister's office.
    - ILO updated that the Chief Advisor visited Economy and Development working group at the end of December. They met with institutions and are preparing their action plans.

3RP government briefing meeting- 12 January

- Context:
    - The Prime Minister's office requested this briefing for their Chief Advisor and for the working group members.

- Objective:
    - STF to give overview of the 3RP achievements in 2015 and plans for 2016 to government representatives.

- Logistics:
    - Date: Tuesday 12 January.
    - Time: 9:30am-14:00; includes lunch.
    - Location: Swiss Hotel, Ankara.
    - Simultaneous translations will be available throughout meeting.
    - Sample agenda (see attached) was viewed during the meeting.
        - Fernando will also consult with Mathilda as the RC is out of the country.

- Participants:
    - Each agency can send a STF rep and other representative.
    - Goal of 60-65 people total including government officials.
    - UNHCR hopes to receive confirmed total participants from government by COB 7/1
        - It was noted these are different government staff members than who had previously received the 3rP briefing in 2015 and the main participants are members of the various working groups.

- Presentations from sectors:
    - *Presenter*: Each sector can choose who will present and if it will be in Turkish or English.
    - *Time limit*: No more than 10 minutes.
    - *PowerPoint details*: No limit to number of slides; must be in bullet point format. must be in Turkish and English (show on the screen at the same time.
    - *Presentation details*: Objective of the sector; main achievements from 2015; precise; no logframes or outputs just an overview.
        - Budget:
            a. Summary of both 2015 and 2016 budget.
            b. Summary of funds received in 2015.
        - Plans and goals for action in 2016:
            a. Highlight- coordination mechanisms between field and Ankara levels, main partnerships, needs, gaps and how 3RP and working groups can work together.
            b. Clarify what the 3RP does and does not do so that there is a clear understanding and communication to the government how some NGO/UN scope of work fits into the 3RP and some does not.
                - This was noted as an area of confusion and therefore noted the need to address this and clarify further.
                - It was also noted there is a misconception of the role and work of the NGO's and the concern the

government will be narrowing the field of work allowed for NGO's so each sector should highlight their partnerships with NGO's and the importance of their work.
    - Clarify that there is a range of implementation and partnership modalities- includes government, UN and national and international NGO's.

- Q & A session:
    - Facilitator:
        - Recommended for Alev from UNHCR to facilitate, will be discussed with her and Pascale.
    - Goal:
        - Exchange of information so that the STF can better understand the government working groups.

    - Ideas for questions:
        a. Who are the working group members?
            i. Specific counterparts for each sector lead
        b. What is their action plan?
            i. Currently being drafted with the goal of being published 15 January.
            ii. What are the specific objectives of each group?
        c. How often do they meet?
        d. How can the 3RP action plan can complement or work together with the working group action plans.
            i. What coordination mechanisms and links can exist to promote coordination?
        e. How can we synergize information sharing and approach to what will be shared at conference in London?

    - Request for follow up/action from government:
        a. Ask if government can provide guidance on action plan after it is published on the 15th and how they would like to work with the 3RP sector leads.
        b. Request for collaboration
            - Pascale can highlight this in her closing remarks- to be discussed with her.

    - Lessons learned from 2015:
        a. General overview from 3RP lessons learned that are relevant to government and 3RP working together.
            a. Song will prepare and send to group for review and their remarks by COB 8/1/16.
- Action items for sector leads by COB 8/1/16. These points were noted in an email sent by Song.
    - Give feedback on lessons learned PowerPoint.
    - Provide power point in English and Turkish.

- Supply the name of presenter.
- Supply the number of participants from your agency who are attending.

Other 3RP discussions and noted items:

- Potential Challenges noted:
    - Strategy:
        - The GoT will have their own strategy and the 3RP may be parallel work with GoT Turkey action plan and some aspects may or may not be fully incorporated into working group's action plan.
        - The 3RP will remain a UN planning and fundraising tool, may not ever be fully incorporated into the government of Turkey.
    - Budget definitions:
        - Are the working groups and 3RP defining budget items the same?
            - Example given was average costs per child by UNICEF).
    - Use of vulnerability assessment tool (see additional discussion notes listed below).

- 3RP Turkish translation is in process, some technical difficulties.
    - Will address the issue of the title page saying 2016-2017 and will make the edit.

- 3RP should be represented to government as a unified approach but also allow for each agency to approach government for their own needs/objectives of their specific scopes of work.

ActivityInfo (updates provided by Levant from UNHCR)

- Sector leads meetings to build database:
    - Levant has met with the health and education sector leads.
    - Other sector lead meetings pending and need to be scheduled.
    - Started building database for education sector first.
        - This can share with group so they can see the sample.

- Registration for using ActivityInfo:
    - Only 8 partners registered at this time
    - UN agencies have to send registration link to their IP's so they can register and get trained.
        - UNHCR will resend the registration link and ActivityInfo description
    - More than one person per agency can register-at this time we recommend 3 people per agency and then see if can increase later if agencies request more users.

- Training Sessions:
    - Objective: Train staff on how to use ActivityInfo, input data, etc.
    - Locations:
        - Gaziantep- Week of 11 January
        - Ankara and Istanbul- Week of 25 January
        - Izmir- Mid- February
    - Additional refresher and follow up trainings will be offered in 2-3 months.

- Launch date:
  - Early February.
  - Goal to input data for January into database in time for February 10th deadline.

- Other notes:
  - Dashboard process to be determined- assuming it will be the same process but will get confirmation from Amman.
  - The database will capture work for 3RP and non-3RP activities and data- can use database filer.
  - Noted that we need to be careful we are not double reporting- each sector needs to coordinate with their partners so they can make sure data is not being double counted- such as UN reporting same activity as their IP.

Gaziantep working group concerns

- Overview:
  - There are two new working groups established at the field level in Gaziantep;
    - Vulnerability Sub-Working Group (VSWG)
      - Care, UNHCR, IOM
      - Main objective seems to be to establish a national Vulnerability Assessment Framework (VAF) that can be used across all agencies and government for use outside of camps.
    - Cash Based Initiative Working Group (CBIWG)
      - WFP, Care, UNHCR

- Concerns:
  - Approvals process:
    - Terms of reference (TOR) and group objectives need to be approved at the Ankara (management level) prior to work moving forward.
  - Implementation:
    - Government may not approve the VAF and the presentation of this idea is sensitive and needs to be addressed accordingly.
      - It was noted by UNICEF that the government already has a VAF process they use for Turkish citizens that they want to apply to refugees.
    - Don't want to waste NGO and UN staff time in developing something that can't be implemented.

- Status of groups:
  - Both have drafted TOR's with the plan to approve at the working group level, then submit to their respective agencies for approval then to the STF for approval.
    - Recommended that the group reps can come to Ankara first week of February to present the working group objectives for approval to STF.
  - Planning:
    - Both groups have been conducting meetings.
    - It was noted that sample capacity building questionnaire for implementing VAF was sent out to various NGO's at the field level.
  - Communication:
    - IOM and WFP have communicated to both groups the need for approvals, etc.

        - Both groups have circulated TOR's to STF for reference, however the approval process needs to be followed re: involve various management in agencies prior to STF approval.

- Next Steps:
    - Both groups will submit TOR and objectives for approvals.
        - Need to address scope of work.

Syria response group (SRG)

- Suggestions:
    - Next SRG meeting can include the approval process for the new working group TOR's.
        - Concern was raised to be sure all other approvals (internal management, STF, have occurred prior to bringing these details to the SRG.

- Recommendation to request the SRG to meet at the end of January with following agenda items:
    - Briefing on the 3RP government meeting that is occurring on 12/1/16.
    - Discussion of overall message/ideas that will be shared at London meeting for a unified approach.

Next STF meeting

- Date:
    - Suggested for 21 or 28 of January.

- Agenda:
    - Debrief from 3RP government meeting.
    - Synergize message for London meetings.
    - Approve working groups TOR's.
        - Assuming internal management approvals have already occurred.
    - Continue to update group on any individual government and working group meetings that occur between STF meetings for overall continued information sharing approach to our work.