# Meeting Minutes

**01 July 2022**

<table>
<thead>
<tr>
<th>Time &amp; Location</th>
<th>10:00am, <a href="#">Online meeting</a></th>
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<tbody>
<tr>
<td>Chaired by:</td>
<td>Irina Isomova</td>
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<td>Minutes prepared by:</td>
<td>Speciose Kampire</td>
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<td>Available at <a href="#">AAPWG Poland - Google Drive</a></td>
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## Agenda and discussion points:

- A brief introduction about the AAPWG
- The AAPWG started in April 2022, all documents are available [AAPWG Poland - Google Drive](#)
- [Complaints and Feedback Mechanisms SoP - Draft 2](#) and [What is AAP Guide - Draft 1](#) are under translation into Polish and Ukrainian.

## Protection case referral:

- UNHCR Protection [email address](#) can be used for referred protection case for further action/follow up.
- The BDs, including protection Hubs provides a safe space for protection interventions.

## Coordination:

- The coordination structure will remain the same. However, the frequency of meetings for different working groups/ Sub-Sectors will be revised and decided by all members during the Inter-Sector meeting.
- All members of AAP WG are encouraged to contribute on this.

## Action points:

- AAP WG members are reminded to complete the [Mapping](#) activities.
- The membership lists to be updated in respect of the new staff leaving/joining the operation.
- Organisations who want to join the AAP WG to be referred to UNHCR.
- AAP workshop preparation:
  - Members are invited to comment on [The Inter-Agency AAP Workshop draft Agenda](#)
- Inter-agency reporting tool for feedback and response is under development. Minimum inter-agency arrangements for data sharing for critical-sensitive feedback to be developed.