



NFI Working Group

Syrian Refugee Response In Jordan

Meeting Location	UNHCR–Large Conference Room	Meeting Date	28.10.2013
Chair Person	Maurice Bisau	Meeting Time	14:00-15:00
Minutes Prepared by	Angeliki Panagoulia		
Purpose of Meeting	RRP6: strategic objectives, outcome and indicators		

1.) Summary of action points

Number of action point or discussion	Action point	Focal Point / Organization
1.)	Final comments and remarks on the NFI RRP6 to be sent until next Tuesday, the 5 th of November.	Maurice Bisau / Hugh Earp
2.)	Budget tables update & submission by the members before the 5 th of November.	Maurice Bisau / UNHCR
3.)	Information on the distribution of core items and distribution of winterization items (presentation of the 3W forms).	Maurice Bisau / UNHCR
4.)	RRP 5 reporting for October activities.	Maurice Bisau / UNHCR
5.)	Other issues that have been raised.	Maurice Bisau / Hugh Earp

2.) Attachments and References

Documents	Location	Contact Person
RRP6 docs; <ul style="list-style-type: none"> • The objectives, outputs and indicators of the cash, shelter and NFI working groups. • Jordan RRP6: Strategic objectives and population projections • RRP6 Review Process 		Maurice Bisau/Hugh Earp
Activity Info presentation; <ul style="list-style-type: none"> • Distribution of winterization items table • Distribution of core items table 		Hawraa Harkous/ UNHCR

3.) Minutes

Item	Discussion
RRP6	<p>Presentation of the draft NFI RRP6 chapter and of the review process by Mr. Hugh Earp.</p> <p>➔ The NFI Response Plan was reviewed by the ISWG on the 24th of October by the Cash and the Protection sector. It was also reviewed by Ms Merrin Waterhouse, IASC GenCap Advisor, and it received very good points in terms of gender sensitivity.</p> <p>Under achievements, we underlined the achievements of the NFI sector in distributing items both in Zaatari and in urban areas.</p> <p>Under challenges we highlighted the need of distribution of winterization items both inside and outside camps in cooperation with the cash sector.</p> <p>Under strategy and response we elaborated how the NFI WG group is planning to cover these needs.</p> <ul style="list-style-type: none"> • Partners should address their references in order to be added. • The tables will be exported by the Activity Info as soon as all members have submitted the necessary information. • The targeted population is divided in three groups: camp population, non-camp population and Jordanians. The table on the targeted population should be edited. A line should be added for the Jordanian population. According to the government's policy the 30% of the total targeted population should be Jordanians. <p>➔ As it was pointed out at the ISGW meeting on the 24th October, all partners are requested to submit accurate information to RRP 6 in order for the NFI sector to be able to check any duplication and prioritization issues.</p> <p>As it was discussed in previous meetings this can be done online, using the log in that your agency has been assigned by UNHCR. For agencies that do not have a login, are kindly requested to contact Ms Hawraa Harkous Harkous@unhcr.org.</p>
Reporting on activities	<p>➔ Mr. Maurice, underlined that we need to have an overview of our distribution activities in a more comprehensive way in order for us to better coordinate and intervene. We don't have a clear picture on distribution of items in urban areas. For our next meeting we should come with clear ideas on how to address the needs in urban areas.</p> <p>➔ Additionally, the Activity Info will be updated with the winterization form as well as with distribution of core items. The forms will indicate who distributes what in which location</p> <ul style="list-style-type: none"> • An invitation will be sent by Wednesday in order for the partners to access and upload their information under each specific area/governorate by using their current login username and password. • The tables should be updated on a weekly basis, every Thursday. Note: Winterization form should include only the winterization items. Winterization covers the period November 2013 to March 2014. • As for October activities, participating agencies were invited during the NFI meeting, to report on their activities, as by the end of week, Thursday 31st of October by using the Activity Info database.

Item	Discussion
Overview and Key Issues	<ul style="list-style-type: none"> ➔ For further elaboration on what has been previously discussed on the division between the NFI sector and the WASH sector, as follow; <ul style="list-style-type: none"> <Wash WG will handle (Jerry cans and hygiene kits) distribution only in the urban settings through the hygiene promotion. They will not handle diapers distribution. The NFI WG will continue handling (jerry cans, hygiene kits and also diapers) in both camp settings and for urban cases where feasible> ❖ <i>Copied by previous minutes.</i> ➔ For further consideration on how to identify the Jordanian families who are in need of distribution of NFIS in urban area. <ul style="list-style-type: none"> DRC proposed to consult the COPs lists of the Ministry of public assistance or lists of other NGOs who are involved in providing cash assistance to the most vulnerable.
Clothes distribution	<p>2000 family packages of winter clothes have already been distributed to Zaatari camp. Distribution capacity for babies, children, male and female adults will reach the 25,000 packages.</p>
Emerging Issues AOB	<ul style="list-style-type: none"> ➤ Urgent request from Zaatari camp for distribution of rain coats and boots. DRC might have some stock of adult male boots. They will contact the NFI sector as soon as they check their stock.

Item	Discussion
Adjournment	<p>Meeting adjourned at 15:00pm</p> <ul style="list-style-type: none"> ➤ Next NFI meeting will take place Monday Nov 4th , 2013 14:00 pm at UNHCR BO-large conference room 1st floor.

