

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 8 May 2016 • UNHCR Office, Amman



Agenda

- Zaatari Strategic Plan
- Inter-Sector Linkages: taking stocks of sector work plans
- Protection from Sexual Exploitation and Abuse Network
- Jordan Humanitarian Fund
- Information Management
 - Inter-Agency Financial Tracking (refugee component): 1st quarter
 - ActivityInfo reporting
 - Services Advisor: Training. Inclusion of the information on Community Based Organizations
- AOB
 - Revision of JRP 2016 / Planning of JRP 2017 - 2019
 - Training for the Sector Gender Focal Points Network on 15 – 17 May
 - Training for Coordinators (sectors, camps urban coordination)

1) Zaatari Strategic Plan

In line with the Inter-Sector Working Group's work plan to support area based strategic plans, Zaatari Camp Management team took the efforts to design Zaatari Strategic Plan. The Zaatari Strategic Plan would define the vision, objectives and activities for 2017 – 2019. The Plan will be supported by an integrated information system. The timeline of necessary actions is developed, which can be however revised if the sectors need. At Zaatari level, the sectors have already started inception discussions; sectors at Amman level will review the plans. The Coordination Associates are available to support the sectors at Zaatari and Amman levels. See attached the presentation for further details.

Meeting participants suggested that engagement of the line ministries shall be considered to ensure that the Zaatari Strategic Plan is in line with the national plans and that the advanced draft plan will be shared with SRAD for communicating it to MOPIC.

2) Inter-Sector Linkages

In 2015 possible inter-sector linkages were identified through the Inter-Sector Working Group meetings. Also in December 2015 the Inter-Sector Working Group held a half-day Inter-Sector Linkages Retreat, to exchange examples of good practices, to consider the challenges and obstacles in making linkages and to discuss lessons learnt. At that time it was recommended that each sector includes the concrete action

plans on inter-sector linkages in their respective work plan of 2016. Also the Inter-Sector Working Group's work plan contains the promotion of inter-sector linkages as one of common process to be applied by all sectors. See <http://data.unhcr.org/syrianrefugees/download.php?id=10145> <http://data.unhcr.org/syrianrefugees/download.php?id=10146>

In this connection, the desk review was conducted to take stocks of the sectors' work plans of 2016, while some sectors are still in the process of finalizing the work plans. In order to further promote inter-sector linkages, the Coordination Unit will be communicating with each sector to support discussion on how to reflect areas of linkages (such as joint projects, assessments, monitoring exercises, etc.) and making objectives measurable / SMART. Based on the recommendation of the participants, the layout of the table will be revised and updated.

3) Jordan Humanitarian Fund

A total of 18 proposals were submitted to OCHA; Protection, Basic Needs, Shelter and Health Sectors received applications. The deadline for sector review of the proposals is Thursday 12 May. The Sector Gender Focal Points were provided a Gender Marker refresher course on 5 May to support sector chairs for reviewing process on the gender analysis.

4) Information Management updates

Inter-Agency Financial Tracking System (refugee component) is conducted on a quarterly basis to monitor the funding situation. During the first quarter of 2016, out of the total requested funds, 21% (164 million US dollars) has been received under the refugee component. This figure (21%) is higher than the first quarter of the last year (17%). Sector chairs were requested to provide feedback to the sector-wise Financial Tracking by 12 May. The mid-year Financial Tracking will be carried out in June.

The deadline for **ActivityInfo** April reporting is 8 May. The sectors' timely reporting is appreciated.

The **Progress Report** of achievements against targets per each sector will be shared and posted on the sector dashboard.

The Coordination Associates are following up with the sectors on delegating **Services Advisor Focal Points**. The training will be conducted as soon as all the FPs are allocated. Community Based Organizations will be included. For the continuity of access to SA, the organizations are advised to create two e-mail addresses (Admin and User).

5) Protection from Sexual Exploitation and Abuse (PSEA) Network

On 8 May, inter-agency PSEA Community Based Complaint Referral Mechanism was launched. Development of the document involved consultations with humanitarian agencies and more than 700 refugees. The mechanism was initially tested with refugees in the field. Anyone providing humanitarian services is falling under the scope of the Mechanism (e.g. cash for work participants). See the presentation attached for further details.

6) Revision of JRP / Planning of JRP 2017 - 2019

During the joint IATF-MOPIC meeting, MOPIC shared that they were discussing with the Minister on how the revision of the JRP 2016 would proceed for new projects on livelihoods and education in particular. There are two possible scenario: (1) to include new livelihoods and education projects as the Annex to the existing JRP 2016 or (2) to review the entire JRP 2016 for all sectors and to conduct a comprehensive revision of JRP. Participants expressed preference to the first scenario over the second scenario. The revision process will need further discussion in MOPIC and then the final approval by the Minister. JRP

Secretariat also assumed that the planning phase for the JRP 2017 – 2019 would involve less labour-intensive works, in comparison to the last year. This is because it is necessary to review only the existing JRP 2017 (especially on education and livelihoods sectors) and to add the JRP 2019. The timing of the planning phase is not yet decided. MOPIC shared that if new livelihoods projects do not fit into the existing JRP log-frame, such projects should be submitted directly to MOPIC for approval.

Sector Chairs mentioned that the mid-year review would be beneficial for the inter-sector coordination, particularly referring to the fact that a number of activities have not been adequately funded. Inter-Sector Coordinator will continue to follow up with MOPIC in this regard.

7) Training for Sector Gender Focal Points on 15 – 17 May

Preparations for the training for the Sector Gender Focal Points are ongoing. So far 24 focal points confirmed participations. If some slots are available, participants from camp/urban coordination would be invited.

8) Training for Coordinators

In 2014 and 2015, UNHCR's Global Learning Center facilitated trainings for the coordinators (sector chairs, camp managers and urban coordinators). There has been appreciation from the past participants on the quality of the trainings. Currently, Coordination Unit is in the process of negotiating with the Global Learning Center to conduct of the coordination training in July – August. The priority will be given to the new coordinators.

9) Changes in the Inter-Sector Working Group membership

The new Associate Inter-Sector Coordination Officer, Elena Guseva, was introduced to the Group.

Good-bye and appreciation for the great job was expressed to Annika Hampson (NRC, Co-chair of Shelter Working Group) and Ana Belen Anguita Arjona (UNHCR, Chair of SGBV Working Group).

ACTION POINTS	RESPONSIBLE	By When?
Continuous support in Zaatari strategic plan	Inter-Sector Coordination Unit	On-going
Follow up with sectors on elaboration of inter-sector linkages in the work plans	Inter-Sector Coordination Unit / Elena; Coordination Associates	5 June
Revise the format and update the Inter-Sector Linkages table	Inter-Sector Coordination Unit / Elena	5 June
Complete Sector Review for Jordan Humanitarian Fund project proposals	Protection, Basic Needs, Health and Shelter sector chairs	12 May
Review Sector-Wise Financial Tracking	All sector chairs	12 May
Allocate Services Advisor Focal Points	All sectors	ASAP
Revise the relevant sectors' sections in the Coordination Briefing Kit	Sector chairs who did not do yet	15 May

List of Participants:

Name	Sector	E-mail
Yukiko Koyama	Inter-Sector	koyama@unhcr.org
Gorgui Niokhor Diouf	Inter-Sector	dioufg@unhcr.org
Elena Guseva	Inter-Sector	guseva@unhcr.org
Volker Schimmel	Basic Needs	schimmel@unhcr.org
Rawan Baybars	Shelter / WASH	baybars@unhcr.org
Ruba Saleh	Basic Needs/ Livelihoods	salehru@unhcr.org
Rafiq Khan	Child Protection	mrkhan@unicef.org
Sadia Saeed		sadsaeed@unfpa.org
Nicole Carn	Food Security	Nicole.carn@wfp.org
Farrukh Mirza	Education	Fmirza@unicef.org
Ana Belen Anguita Arjona	Protection / SGBV	anguita@unhcr.org
Douglas Disalvo	Protection	disalvo@unhcr.org
Annika Hampson	Shelter	annika.hampson@nrc.no
Richard Evans	Shelter	richard.evans@nrc.no
Vincent Dupin	Shelter	dupin@unhcr.org
Ibraheem Abu Siam	Health	abusiam@unhcr.org
Dereqe Ayana	Health	ayanad@who.int
Josiane Bizimana	Reproductive Health	jbizimana@unfpa.org
Paul Fean	Youth	paul.fean@nrc.no
Anna Gaunt	Livelihoods	gaunta@unhcr.org
Jean Laurent Martin	Zaatari Camp Management/IM	martin@unhcr.org
Gavin White	Zaatari Camp Management	whiteg@unhcr.org
Helene Daubelcour		daubelco@unhcr.org

The next Inter-Sector Working Group meeting will take place on Sunday, 5th of June 2016, at 2.00 pm at UNHCR EMOPS room.