



SHELTER WORKING GROUP MEETING

Syrian Refugee Response in Jordan

Meeting Location	UNHCR Khalda Office EMOPS Meeting Room	Meeting Date	3rd February, 2016
Chair Person	Annika Hampson and Vincent Dupin	Meeting Time	14:00-16:00
Minutes Prepared by	Rawan Baybars		
Purpose of Meeting	Shelter Working Group Monthly Meeting		
Next Meeting	7 th April, 2016		

Attendance				
No.	Name	Agency	Email	Contact Mobile
1	Haitham Alzuraiqi	Habitat	haithamzuraiqi@habitatjordan.org	0795015570
2	Esraa Majd	Handicap	Inclusion.officer.region@gamil.com	0780511195
3	Majdi Sunn'a	INTERSOS	Procurement.jordan@intersos.org	0796009385
4	Annika Hampson	NRC	annika.hampson@nrc.no	0790117841
5	Tanja Koch	OCHA	kocht@un.org	0798404651
6	Lope GALLEGRO	UNOPS	lopeg@unops.org	0798402546
7	Vincent Dupin	UNHCR	dupin@unhcr.org	0796466523
8	Botros Hijazeen	IOCC	bhijazeen@iocc.org	0796465924
9	Daniel Cabello	ICMC	cabello@icmc.net	0797591047
10	Rawan Baybars	UNHCR	baybars@unhcr.org	0796468541

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Send input for 2016 Work Plan	All Partners
2.	Coordinate with VAF team to join Shelter WG next meeting	Rawan (UNHCR)
3.	Share data on the number of beneficiaries with disabilities who have been assisted with shelter projects and what type of disabilities they have.	All Partners
4.	Endorsed Technical Guidelines to be formatted and PDF versions uploaded to the web-portal	Rawan (UNHCR)
5.	Liaise with NRC Shelter Task Force in Zaatari to present the restructuring activity in the camp next SWG meeting	NRC (Annika)

Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	10 min
Work Plan 2016	<p>All partners were asked to provide their input for the 2016 work plan, as it reflects whether fund is available for particular interventions, and the capacity for new partners to take part, and the time frame activities are supposed to be implemented in. This will ensure a coordinated response.</p> <p>The review of the work plan will be a standing agenda item for the SWG meetings during the year.</p> <p>Partners shared quick updates on their current/ planned activities for the upcoming months.</p> <p>NRC: Upgrading substandard properties, finish incomplete</p>	<p>Annika (NRC)</p> <p>Annika (NRC)</p>	15 min



Meeting minutes			
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	<p>houses and HLP conducted by the ICLA team</p> <p>IOCC: Cash for rent (around 1000 HH) in Madaba, Zarqa and Ma'an. As for IOCC's Shelter upgrade project, it has been applied for the MoPIC approval and as soon as IOCC gets the approval, implementation will start.</p> <p>INTEROS: there is no fund up to now for shelter projects, but in case INTEROS receives any funds, there is a list of activities they can implement and a waiting list for identified beneficiaries.</p> <p>UNHCR: Recently a PPA has been signed with NRC in the camps. The relevant data to camp projects will be shared shortly. There is a discussion on whether to include the Berm in 2016 work plan or not.</p> <p>ICMC: after getting the MoPIC approval, ICMC still facing some problems with the line-ministries that are preventing them from launching the projects.</p>	<p>Botros (IOCC)</p> <p>Majdi (INTEROS)</p> <p>Vincent (UNHCR)</p> <p>Daniel (ICMC)</p>	
Technical Guidelines	<p>The technical guidelines have been shared previously with the Shelter working group. All comments received from partners were complied.</p> <p>There are no fundamental modifications on the guidelines, except for the "<i>Upgrading of Sub-standard Shelters Technical Guidelines</i>", as the WASH/Shelter task force revised it and added few comments from WASH perspective. No changes on the scope of work for shelter partners. The activity is more like a partnership between the two sectors.</p> <p>There has been a discussion over the flexibility of the guidelines and whether implementing partners have a margin in modifying their interventions slightly according to the context.</p> <p>The Technical guidelines were endorsed by the Shelter WG and will be shared and uploaded to the shelter page of the web-portal.</p>	<p>All partners</p> <p>Botros (IOCC)</p> <p>(Rawan) UNHCR</p>	
Handicap presentation on accessibility	<p>After Handicap International shared their presentation "<i>Introduction to Accessibility</i>", the partners who were present discussed the possibility of taken some recommendations into consideration.</p> <p>It was agreed that adapting sub-standard properties with disability-friendly interventions is easier and more applicable than targeting unfinished houses under construction.</p> <p>The working group agreed to share data on the number of beneficiaries with disabilities that have been assisted with shelter projects and what type of disabilities beneficiaries have.</p>	Esraa (Handicap)	
AOB	<p>Suggestions for the next meeting agenda:</p> <ul style="list-style-type: none"> - Present the service advisor tool to the Shelter Working Group - Have a representative from the VAF team to join the next sector meeting 		



Meeting minutes

Item	Discussion	Focal point/Organisation	Time
	<ul style="list-style-type: none">- Present the compiled Work Plan for 2016- Restructuring in Zaatari Camp		

Next meeting will be on Thursday 7th of April