

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes & Action Points
Sunday, 7th February 2016 • UNHCR Office, Amman



Agenda

- Discussion on the Inter-Sector Working Group Plan: January to June 2016
- Presentation on specialized services for persons with disabilities
- Updates
 - ActivityInfo Monitoring database
 - Financial Tracking
 - Sector Gender Focal Points Network
 - Roll out of the Inter-Agency Standing Committee SGBV Guidelines
 - Services Advisor
- AOB

1) Discussion on the Inter-Sector Working Group Plan: January to June 2016

The Senior Inter-Sector Coordination Officer thanked members for their review and inputs for the ISWG 2016 Work Plan. The group further discussed the existing comments and what points need further revisions.

The modified version will be re-circulated to all ISWG members who are asked to provide comments as soon as possible if any, in order to present the final version to the Inter-Agency Task Force for review and endorsement. The next Inter-Agency Task Force meeting is scheduled on 17th February.

2) Presentation on specialized services for persons with disabilities

A presentation was given by the disability task force that was established last year with the goals of prioritizing disability-specific services for refugees and other vulnerable populations in Jordan. The two specific objectives of the task force are to enhance identification and consolidation of people with disabilities and to improve the quality of disability services across Jordan.

The document that was developed by this task force will be revised in June 2016 after a six-month period. The task force welcomes feedback on the implementation of this document.

3) Updates

- a) **ActivityInfo Monitoring Database:** ActivityInfo training and launching of the monitoring database has been completed in January. Data must be uploaded to ActivityInfo on the 8th of each month, so reports can be generated.

- b) Financial Tracking:** According to latest Inter-Agency Financial Tracking sheet for refugee components, 78% of the total requested funds have been received. 29% of the received funds was distributed to Food Security, 22% to Basic Needs, 17% to Protection, 10% to WASH, 10% to Education, 6% to Health and 6% to Shelter. Once the final financial tracking information will be posted in the inter-agency information sharing portal.
- c) Sector Gender Focal Points Network:** A pre-meeting was held last week with 3 chairing organizations (WFP, UNICEF and UNHCR) together with GenCap Advisor. The monthly meeting will be held on Tuesday 9 February to review the work plans and terms of reference of last year and this year. The network will also discuss what gender-specific needs each sector has.
- d) Roll out of the Inter-Agency Standing Committee GBV Guidelines:** After a consultation process the SGBV Sub-Working Group, the specific support and participation in the roll out process of the sectors, such as (i) Health, (ii) Education, (iii) Site planning + WASH and (iv) Basic Needs + Cash.
- e) Services Adviser:** A workshop is scheduled to discuss the Services Adviser <http://advisor.unhcr.jo/#/> in coordination with King Hussein Foundation and Oxfam and on 24 – 25 February. The further details will be sent by email.

ACTION POINT	RESPONSIBLE	By When?
Deadline to update data on ActivityInfo	All ISWG members	Monday, 8 th February
The next Sector Gender Focal Point Meeting will be held; analyzing specific gender needs in each sector that can be used specifically used to Jordan	Sector Gender Focal Points	Tuesday, 9 th February
Comments to the Inter-Sector Working Group Work Plan: January – June 2016	All ISWG members	Sunday, 14 th February
Services Advisor Workshop with King Hussein Foundation and Oxfam	All ISWG members	Wednesday, 24 th February & Thursday 25 th February

List of Participants:

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The next Inter-Sector Working Group meeting will take place on Sunday, 6 March 2016 at 2 pm at UNHCR EMOPS room.