

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes & Action Points
10th January 2016 • UNHCR Office, Amman



Agenda

- Introduction
- Follow-up to the Inter-Sector Linkage Retreat held on 2 December 2015
- Discussion on the Inter-Sector Working Group Plan: January to June 2016
- ActivityInfo Monitor Database
- Presentation: Roll out of the Inter-Agency Standing Committee GBV Guidelines
- AOB

1) Introduction

The new Senior Inter-Agency Coordination Officer introduced herself and the new team members of the Inter-Sector Coordination Unit and the Information Management Team to the ISWG members.

2) Follow-up to the Inter-Sector Linkage Retreat held on 2 December 2015

The Senior Inter-Sector Coordination Officer gave a briefing about the Inter-Sector Linkage Retreat held on the 2 December 2015. All members were asked to provide their comments to the draft summary of the Inter-Sector Linkages Retreat by Thursday, 14th January.

Members who have not shared their PowerPoint presentations on good practices of inter-sector linkages were asked to share their presentations/documents by Thursday, 14th January to ensure documenting all efforts made and strengthening inter-sector linkages.

3) Discussion on the Inter-Sector Work Plan: January to June 2016

The Inter-Sector 2015 Work Plan were discussed to see the relevancy for the 2016 Work plan. ISWG members were asked to review the recommendations and common processes to see what is still valid for the 2016 Work Plan and to come up with a proposed additional points for the 2016 Work Plan.

ISWG members were requested to provide their feedback/inputs on the draft "Inter-Sector Working Group Work Plan: January to June 2016" by Monday, 1st February. All the feedback/inputs will be compiled for the discussion during the next ISWG meeting on 7th February.

4) ActivityInfo Monitor Database (including upcoming training sessions)

ActivityInfo training sessions have been scheduled for the partners who have sent their nominations. The sessions will take place on Wednesday 13th January and Thursday 14th January 2016 (2 sessions per day, in both Arabic and English).

The support of the sector chairs to re-circulate the email is needed, so that interested partners can contact the focal point and register for the training sessions.

The Monitoring Database has been finalized after Sectors have sent their indicators. Since configuration has already been completed, only slight modifications on indicators can be done. The database will be available for inputs starting from Sunday, 17th January 2016.

The data entry deadline for Indicators updates is the 8th of each month. Reviewing and publishing these inputs will occur on the 9th and 10th of each month on the ActivityInfo.

5) Roll out of the Inter-Agency Standing Committee GBV Guidelines

The SGBV Sub-Working Group Co-coordinator presented the newly-revised “Guidelines for Integrating Gender-Based Violence Interventions in Humanitarian Action Reducing risk, promoting resilience and aiding recovery” issued by the Inter-Agency Standing Committee. The PowerPoint presentation will be circulated to sector chairs.

<https://interagencystandingcommittee.org/gender-and-humanitarian-action/documents-public/guidelines-integrating-gender-based-violence>

The roll-out process for the guideline will start in 2016 in Jordan that is one of the 11 countries selected. The Sectors that are targeted to support the roll out will be chosen during next SGBV Sub-Working Group meeting on Tuesday 12th January 2016.

6) AOB

- On 5 January JRP Technical Meeting took place, where updates on project approvals, JRP funding status and JORISS 2.0 were discussed.
- Sectors were requested to provide relevant inputs for the “Inter-Sector Working Group Update” for December 2015 as soon as possible.

ACTION POINT	RESPONSIBLE	By When?
Provide comments to the draft summary of the “Inter-Sector Linkages Retreat”	All ISWG members	Thursday, 14 th January
Share PowerPoint presentations on good practices of inter-sector linkage, if not done yet	All ISWG members	Thursday 14 th January
Provide feedback/inputs on the “Inter-Sector Working Group Work Plan: January to June 2016”	All ISWG members	Monday, 1 st February
Re-circulate the ActivityInfo training announcement for interested partners have not sent their nomination.	Sector Chairs	Tuesday, 12 th January

List of Participants:

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