



SHELTER WORKING GROUP MEETING

Syrian Refugee Response in Jordan

Meeting Location	UNHCR Khalda Executive Meeting Room	Meeting Date	1 st October 2015
Chair Person	Mohamed Abdel-Al Annika Hampson	Meeting Time	14:00-15:30
Minutes Prepared by	Ayub Ahmed		
Purpose of Meeting	Regular WG Meeting		
Next Meeting	5 th November 2015		

1.) ATTENDEES OF THE MEETING

Name	Organisation	Contact details
Mohamed Abdel-All	UNHCR	abdelal@unhcr.org
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Actions: The work plan will be updated in the next SWG meeting

2.) MINUTES

ITEM	DISCUSSION
<p>-Partner updates on winterization plans-Volker (Basic needs)</p>	<p>-Volker Schimmel (co-chair of the Winterization TF under the ISWG) did a brief update and presentation on winterization process. It is the third year that the winterization response is coordinated. The task-force has formulated the standards (cf packages) in May while costing of the standards was done on June 2015. The relevant documents can be found here: http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=67</p> <p>-The basic needs sector maintains these standards, usually when a beneficiary received assistance last year, they will receive less because of the assumptions that have assets (such as heaters) from last year.</p> <p>-TOR and Scope for winterization has being developed covering the SOPs for outside in the camps (2014/15). This document aims to support the coordination of winterization intervention of-camp.</p> <p>-The task force also initiated the process of collecting information regarding who is doing what where and how.</p> <p>-Regarding the eligibility criteria for winterization assistance, this will be based on the VAF and most prominently predicted expenditure as a proxy measure for poverty.</p> <p>-Winterization module was also developed like in previous years. It is a user friendly and easy-to-understand tool to record who received assistance who did not in order to avoid potential duplication.</p>



	<p>-In case of any question or challenge you are kindly advised to contact either of the co-chairs of the Winterization TF (Elias Jourdi and Volker Schimmel) or Olivia Cribb, UNHCR Coordination Officer, who is supporting the TF.</p>
<p>-3RP/JRP update and next steps</p>	<p>-An agreement reached with MOPIC that paves the way to the development of the 2016 3RP</p> <ul style="list-style-type: none"> - The 3RP must match the JRP structure - The 3RP budget per sector must be the same or less than that in the JRP. MOPIC will not approve a 3RP sector budget exceeding that in the JRP - -The activity info training for the 3RP will be on 4th and 5th of October, before the system opens between 6th and 12th October. UNHCR will be sharing analysis of table for refugee pillar on 15th October while chairs will be reviewing the appeals till 22nd October. The data will be compiled into the 3RP matrix by 29th October. Draft resource matrix will be shared with MoPIC for review on 1- November. If no objection final resource matrix will be shared with the regional level by 15th November 2015. - All projects funded by the UN and implemented by NGOs should be appealed for by the UN agency to avoid duplication of appeals. - The chair briefed the SWG of the selection criteria for all submissions and also of the timetable for the development of the 3RP. All submissions through ActivityInfo must be in line with what partners submitted to the SWG during the JRP preparations in August. Given the JRP shelter chapter is finalized, new submissions cannot be accepted. -The activity info planning module with the step-by-step guide will again be shared with all members of the group.
<p>MOI input</p>	<p>For shelter interventions in off camps settings, the MOI representative mentioned that the submissions made by NGOs to MOPIC are forwarded from MOPIC to the MOI who would then call for a meeting with the concerned NGO to agree on a MOU on the planned interventions; similar to the current MOU being developed between NRC and MOI.</p>
<p>-Discussion on MoPIC templates</p>	<p>-While applying JRP you also need to fill the MoPIC templates and attach to your applications as this is part of the approval process and it will be basically supporting documents There are four forms for the MoPIC templates and it will again be shared with all the members.</p>
<p>-Update on Information Management</p>	<p>-UNHCR presented an extract report from the activity info showing the members where we have gaps and missing data on the monthly reporting. Now partners are beginning to resume activities, partners are reminded to update progress through the ActivityInfo.</p>
<p>-AOB</p>	<p>-Inter-sector linkages have also being postponed to the next meeting since WASH colleagues were not able to join us. WASH will be doing presentation on the inter-sector linkages at the next SWG scheduled for 5th November.</p> <p>-JHAS and LWF are currently using the VAF tree. Both organizations will give a presentation on their findings following the application of the VAF tree with challenges, recommendations, etc....</p>