

## Winterization Task Force Meeting Syrian Refugee Response in Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	8-8-2016
Facilitator	Volker Schimmel	Meeting Time	2.00 pm- 3.00 pm
Minutes Prepared by	Ruba Saleh UNHCR		
Purpose of Meeting	Kick-off winterization process (esp. preparation and standard setting) for 2016-7		

### 1.) Summary of action points

No.	Action Point	Focal Point / Organization
1.	Circulate invitation for the winterization task force meeting set for 18 Aug	Ruba Saleh
2.	Create mailing list for the winterization task force 2016-2017	Ruba Saleh
3.	To share winterization 2015-2016 lessons learned document for comments and observation.	Ruba Saleh

### 2.) Session Summaries

Item	Discussion
House Keeping	<ul style="list-style-type: none"> <li>- The winterization task force is inter-sectoral, and it reports to the ISWG. The task force consists predominantly of members from the Basic Needs, and Shelter sectors, but is open to partners from all other sectors as long as they have planned or are undertaking winterization activities.</li> <li>- The winterization task force in principle covers activities across the whole of Jordan; however, the focus of the regular meetings in Amman will be mainly on the urban response, as camps are well coordinated by the respective coordination mechanism there. The winterization task forces at camp level will feed into the winterization task force in the national level primarily for information sharing.</li> <li>- The winterization task force has to broad areas of activity: (1) pre-planned response and (2) ad-hoc or emergency response.</li> <li>- The co-chairs of the Winterization Task Force will be Jessica Gut form UNHCR and Richard Evans from NRC pending final confirmation.</li> <li>- The task force members agreed on the importance of communication and information flow to allow for accurate response and proper gap analysis thus utilizing funds and donations properly. Commitments are expected from all participants to contribute pro-actively towards this goal.</li> </ul>

	<ul style="list-style-type: none"> <li>- Interested partners and NGOs who wish to be included in the mailing list to share their information with Ruba Saleh, <a href="mailto:Salehru@unhcr.org">Salehru@unhcr.org</a>.</li> </ul>
Key Component of the planning process	<ul style="list-style-type: none"> <li>- The winterization task force member were asked to share their feedback and comment in the winterization 2015-2016 lessons learned document, which was finalized in June 2016. The deadline for feedback was set as Sunday (14 Aug) COB. Said feedback will inform the formulation of the draft standard for discussion on 18 Aug.</li> <li>- It was agreed to conclude the following tasks by the end of August 2016 in order to be prepared for winterization 2016-2017: <ul style="list-style-type: none"> <li>- The task force member to revisit the standard urban package that consist of two medium thermal blankets per person, gas heater and bottle in addition to refills for four months. Costing of the standard package to be agreed as well.</li> <li>- The winterization task force to look at the best approach of providing assistance (e.g. customizing the assistance per family size) taking into consideration the challenges linked to each approach.</li> <li>- The tiered system (full package and partial package) and eligibility criteria of beneficiaries' to be validated by the task force members.</li> <li>- Mapping non-standard assistance (e.g. SOKs, clothes and blankets) to be reviewed and validated at by the task force members.</li> </ul> </li> <li>- Upon concluding the above-mentioned tasks, the projection related to needs, gaps and planned intervention would be clear and ready to support calls for proposals (e.g. OCHA's upcoming JHF round)</li> </ul>
Key components of the implementation	<p>The winterization task force members agreed on the following key implementation components:</p> <ul style="list-style-type: none"> <li>- Avoid duplication of assistance provision by using the RAIS winterization module.</li> <li>- Case management and individual assessment to verify and allow for exceptional cases provided with winterization (not falling under the SOPs). This includes validating the provision of a second standard package in exceptional cases, i.e. allowing for intentional duplication.</li> <li>- Partners to provide regular updates on their winterization funds (appealed, received and implemented). DRC, PU-AMI, Intersos and Mercy Corps confirmed their winterization funding though ECHO.</li> </ul>

Draft calendar for the Winterization Task Force	- A draft calendar for the winterization task force was presented to the task force member. It was agreed to have a follow up meeting on 18 Aug.
AOB	- Task force members recommended to build on the positive relationship with MoSD to reach out for the most vulnerable Jordanian in the community. In addition to linking with non-formal winterization actors.

## Meeting Participants (and Winterization Task force Members as of 8 Aug 2016)

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