

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 4 September 2016 • UNHCR Office, Amman



1. Update on JRP and 3RP

- Sector Coordinators who were also involved in the JRP as Task Force secretariat provided feedback on the status of their task forces. Many JRP Task Forces have had their first meetings to discuss the JRP process and to update the Comprehensive Vulnerability Assessment report (deadline: 8 September), a few JRP Task Forces have not yet met.
- A table juxtaposing the JRP and 3RP timelines for the next four months was shared. Challenge is that inputs for the 3RP are requested before the Cabinet approval for JRP scheduled on 21 December.
- The JRP-3RP Agreement endorsed by MoPIC on 31 August 2015 was shared. (Last year the JRP was the only plan; UN agencies and NGOs issued a separate resource requirement table, indicating where they would have a comparative advantage for raising funds or implementation. The Jordan chapter of 3RP was the JRP document in its entirety, and additional resource tables.) For this year the JRP-3RP Agreement will need to be further discussed with MoPIC. A joint meeting with MoPIC, UNDP and UNHCR will be organized.
- Projected population figures were shared with MoPIC, IATF and Sector Coordinators. The government is discussing the population figures.
- A template for a new Project Summary Sheet will be introduced this year, based on the donors' request to have more detailed activity level information. Once a template is cleared, guidance will be provided to JRP Task Forces.
- A excel sheet template for tentative budgets will be sent to partners through Sectors, for the preparation of the workshop in October.
- On 8 September, Inter-Sector Coordinators from five countries will attend a meeting for the 3RP. This time 3RP is a two-year rolling plan.
- The next ISWG meeting is scheduled on 25 September to discuss timelines for upcoming activities, roles and responsibilities of Sector Coordinators, Coordination Associates and Information Management Team, the criteria for review and the ActivityInfo Planning Database.

2. Discussion on Urban Coordination Mechanism

- Following up on what are the roles and responsibilities of urban coordination mechanisms raised at the Coordination Skills training in July 2016, the bilateral meetings were held by the Inter-Sector Coordination Unit with Irbid and Mafraq Urban Coordinators, followed up by the discussion at the Irbid and Mafraq coordination meetings level.
- The indicated gap of information sharing was suggested to address by ensuring regular national sectors' attendance of the urban coordination meetings (Education already contributed in Mafraq), designation of focal points at each sector to link the national sector with urban coordination, and ensuring that the information management tools are adequately used to analyze the gaps and map the existing services.
- Sectors are invited to consider designation of focal points to ensure links with the urban coordination.

3. Inter-Sector Linkages

- In accordance with the decisions taken at the Inter-Sector Linkages retreat in December 2015, the sectors were recommended to continue to document good practices of inter-sector linkages and build inter-sector programmes where cooperation of various sectors is easily identified.
- The initial sharing of achievements of the sectors in implementation of the activities inter-linked between different sectors was conducted. It has been identified that the cash and the livelihoods components have contributed to review and update of the most sectors' inter-sector priorities. The next sharing of practices will take place in November.

4. Sector Performance Survey - Preliminary Results

- The three week on-line Sector Performance Survey was completed, with 185 participants of various sectors at the national and area-based level. INGOs, NGOs and UN agencies contributed to evaluate coordination mechanisms of their respective sectors, inter-sector coordination and usage of information management tools. This year showed an increase of participation in comparison to 2015 (123 respondents).
- According to the preliminary calculation, almost half of the respondents indicated that results of the 2015 Survey were used to improve coordination of their respective sector.
- About 80% are satisfied with overall management, more than 90% are satisfied with effectiveness of their sector. More than 70% stated that efficiency of their sector and inter-sector coordination improved.
- The respondents indicated the following preferred focus of the coordination meetings: information sharing, development of common strategies and introduction of guidelines and avoiding duplication.

- Comprehensive analysis covering all sectors will be prepared by the end of September. Sector specific information will be shared with Sector Coordinators separately.

5. Update on Sector Gender Analysis

- See a distributed one-pager showing the current status of gender analysis. Sector gender analysis intends to be completed by the end of September. See reports available at http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=70
- Identification of participating agencies for the pilot process for new IASC Gender and Age Marker (Education, WASH and Health) is almost completed. A meeting for the pilot process is merged to SGFP meeting. All three sectors will start the process soon to continue for another two months.

6. Jordan Humanitarian Fund

- Sector Coordinators provided inputs to the sector priorities document to be used for the next Jordan Humanitarian Fund call for proposal scheduled in mid-September. The sector priorities documents are available at <http://data.unhcr.org/syrianrefugees/download.php?id=11659>
- Another document linking the sectors' priorities with the relevant JRP Sector Specific Objectives was also commented by Sector Coordinators, which would be presented to the Advisory Board on 5 September for review. OCHA informed that some priorities might be eliminated from this call, depending of course on the availability of funds. Allocation paper is available at http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=60#
- The Sector Gender Focal Points Network requested Senior GenCap Adviser to discuss with OCHA on additions to the JHF score sheet to clearly mention Gender Marker rating.

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Provide inputs to Comprehensive Vulnerability Assessment for respective JRP Task Forces	Sector Coordinators	8 September
Share a excel sheet with partners through Sectors to prepare budgets	Sector Coordinators/ Coordination Associates	5 September
Follow up partners for their inputs to the above-mentioned excel sheet	Coordination Associates	18 September
Discussion on urban coordination meetings during the next respective Sector Working Group meetings; consider designation of focal points to ensure links with the urban coordination	Sector Coordinators/ Coordination Associates	10 October
Continue documentation of good practices/achievements in promotion of inter-sector linkages	Sector Coordinators/ Coordination Associates	6 November
Share comprehensive analysis covering all sectors and sector specific analysis with Sector Coordinators	Associate Inter-Sector Coordinator	29 September

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The next ISWG meeting will be held on Sunday 25 September at 2 pm in UNHCR EMOPS room.