Myanmar Shelter Cluster
ShelterCluster.org
Coordinating Humanitarian Shelter

Shelter/NFI/CCCM Cluster Meeting 24/4/17

9:00 – 10:30

Attendees: KMSS – Myitkyina, KBC, Shalom, Metta, IOM, WASH Cluster & UNHCR

Absentees: DRC & Trocaire

	Agenda	Responsible partner
1	Introduction of new Shelter/NFI/CCCM Coordinator; Pia Jensen	
2	Update on new arrival of IDPs in sites and camps - Number of HHs + individuals (disaggregated by age and gender) - What caused the displacement? **Actions needed:** **The Cluster will facilitate a workshop on camp profiling; disseminating the existing lists into categories that will inform the interventions needed. Date to be announced.**	All partners
3	Permanent shelter design workshop **Actions needed:** **The Cluster will facilitate a technical workshop on developing a guideline for a standard Cluster design for future reference. The guideline will include examples of designs depending on geographical locations (materials, costing etc.) The guideline will include; blueprints, BoQs (with estimated cost). Date to be announced**	All partners. For the workshop senior engineers should attend + project coordinators depending on workload.
4	SOP for care and maintenance: Partners were given the opportunity to thoroughly read the SOP for final endorsement. The deadline for submission of changes is 21st April. **Actions needed:** **UNHCR will facilitate the translation of the SOP and Annexes. A separate meeting will be called for finalization. Please ensure that comments are discussed within your organisations before attending the meeting. The person in the meeting, should have decision-making capacity on behalf of the organization.**	KBC, IOM, SHALOM, KMSS & UNHCR

5	Update on NFI and emergency shelter distribution Please bring info (location, numbers of kits/items distributed/date) on any type of intervention related to the cluster which has taken place since the last cluster meeting. - No updates reported	
6	AOB The precarious situation of communities in Dawai and Pan Hkawng Yang was raised by the WaSH Cluster. Strong advocacy messages should be put forward to ensure the safety of the population in the two townships.	Shelter/NFI/CCCM
	End	