

**Shelter/NFI/CCCM Cluster Meeting Minutes**  
**15 March 2017**  
**UNHCR Office, Bhamo**

**Shelter/ NFI/CCCM Cluster Meeting, 15 March 2017, UNHCR Bhamo**

**Meeting participants**

KBC, KMSS, DRC, NRC and UNHCR

**Meeting Agenda**

- 1) Review over last meeting minutes
- 2) Rationalization of Camps name ( the common name to be agreed by cluster)
- 3) Shelter Plans
- 4) UDOC (Urban Displacement & Out of Camps) - NRC
- 5) Capacity building/training
- 6) Agency updates on new displacement/camps

**Meeting Minutes**

Agenda Items and discussion points	Action points
<p><b>1. Review over last meeting minutes</b></p> <p>NRC distributed NFI kits to 40 families in Mai Hkawng IDPs Camps through KBC and KMSS.</p> <p>DRC will construct 107 shelter units not 170 for new arrivals in Pa Kahtawng IDP Camp.</p>	

<p><b>2. Rationalization of Camps (common named to be agreed by Cluster)</b></p> <p>Both KMSS and KBC wanted to keep Loi Je Catholic Church Camp name as usual: Not Htan Nya IDPs Camp.</p> <p>Rationalization of camps should be discussed further at the national level as some camp names might not the same name in the Google maps versus Government name. For example, Mai Hkawng is the official Government name while the local name is Mung Hkawng.</p>	<p><b>Will take to national level</b></p>
<p><b>3. Shelter Plan</b></p> <p>29 shelter units in Lana Zup Ja. Construction work will be completed in next week by KMSS-Bhamo. 82 shelter-units in AD 2000 is ongoing by KMSS-Bhamo.</p> <p>UNHCR Shelter Expert highlighted quality of construction materials and skill of carpenter and mason and monitoring schedule, to get enough long-lasting shelters. UNHCR Expert also discussed about partition walling concerning of the privacy and protection. Can partition work cover within existing budget or consider as a new project with new budget in the future?</p> <p>DRC Engineer discussed metal frame shelters. All parts of metal should be painted with red oxide properly to protect from air and water not to rust. Specification for all construction materials should be mentioned in detail in the BoQ.</p> <p>KBC-Bhamo gave suggestions about standardization of shelter design because of shelter actors have different donors with different shelter designs/mandates.</p> <p><u>Man Wing Catholic Church II needs 145 shelter units</u> -KMSS will build 45 shelter units</p> <p>-NRC will build 90 shelter units. Initially NRC were to build 100 units but this has come down to 90 units due to cost of material and transportation cost. Still 10 unit gap.</p> <p><u>Pa Kahtawng IDP Camp</u> -DRC will build 107 units but 50 units gap remains. If no agency can respond then KMSS will be the last resource and KMSS will</p>	<p><b>NRC will discuss internally and update whether they can cover or not the 10 unit gap</b></p>

<p>include under UNHCR's July to December 2017 proposal.</p> <p><b>Shelter designs</b> Partner's proposed shelter design was discussed in a TWiG meeting which was held in the Myitkyina UNHCR Office in 2016. The objective, strong bracing design to strengthen shelters structure. This needed approval from Global Shelter cluster. UNHCR Shelter Expert had submitted the proposed new shelter design to the National Cluster Coordinator. Proposed shelter design have been approved and UNHCR Shelter Expert explained this to Shelter Cluster member in the meeting. New proposed shelter design indicates need for bracings, gutter pipe, length of kitchen, short joist and long joist. Short bracing should be in each and every corner, front and back side walling and full bracing in left/right side and inner walling. Room head can be compensate depending on climate and storage space above-head issues.</p> <p><b>Man Wing RC2 Camp</b> NRC has planned to provide 90 unit shelter units in Man Wai Gyi RC2 Camp. The big challenges is the land is narrow and slopes. UNHCR Shelter Expert shared an alternative approved shelter design: single unit, twin unit, three unit and five unit, which UNHCR partners are currently using. KMSS-Bhamo has also planned to provide 45 units of shelter in Man Waing Gyi RC2 Camp. However, according to the NRC's assessment, there's still shelter gap about 10 unit. NRC will update and follow-up on this issue and discuss with DRC and KMSS-Bhamo to fill gaps.</p> <p><b>Pa Kahtawng Camp</b> KMSS-Bhamo will provide 50 units. Construction work still ongoing. There is still a shelter gap of 50 units, which KMSS-Bhamo may cover between July and December 2017. DRC to construct 107 units for new arrivals is still pending.</p> <p><b>Loi je Lisu Camp</b> DRC Engineer shared updates on the poor condition of shelters in Loi je Lisu Camp and recommends repair or renovation urgently. KBC Engineer also shared that KBC will cover 27 units of shelter that will be completed before monsoon season.</p>	
<p><b>4. UDOC (Urban Displacement &amp; Out of Camps) - NRC</b> NRC will work together with IOM on UDOC related issues. NRC conducted a UDOC assessment by following the population figures from WFP. They determined there around 197 UDOC HHs in Bhamo area that lack of support from humanitarian agencies, albeit some of them received WFP assistance.</p>	<p><b>NRC Bhamo will deliver a workshop to host communities and Camp Managing Agencies on UDOC awareness</b></p>

<p><b>5. Capacity building/training</b> IOM and NRC will organize CCCM TOT in Tawnggyi from 20 to 24<sup>th</sup> March 2017. NRC will organize CCCM training 28 to 29<sup>th</sup> March 2017 for Shalom (managing camps in Bhamo). DRC provided shelter maintenance training to the camp where DRC built shelters plus one shelter toolkit each for 50 HHs.</p>	<p><b>DRC will update which camps benefit from shelter toolkits</b></p>
<p><b>6. Agency updates on new displacement/camps</b></p> <p><b>NRC</b> -NRC is planning to provide solar lamps for 300 HHs in Mai Hkawng IDPs Camps. -NRC will provide mobile life skills training for both host community and IDPs youth. -NRC is hoping that after its CCCM TOT (see above) there will be more inclusive involvement from each CCCM partner to respond to CCCM training needs. - NRC is working with KMSS Bhamo and KBC on school shelter construction in different sites: KMSS-Man Wing RC Camp, Man Bung Catholic Compound, AD 2000, KBC- Lisu Camp, Mansi Camp, Shwe Gu Baptist Camp and Loi je Baptist Camp.</p> <p><b>KBC</b> -Constructing: 140 shelter units in Robert Church Camp, 20 shelter units in Man Wing Baptist Church Cultural Compound, 70 Units in Lana Zup Ja Camp and 27 units in Loi Je Lisu Camp using MHF money.</p> <p><b>DRC</b> -DRC will relocate shelter (planned for Ma Ga Yang IDP Camp) to build five new units new and renovate 263 units in Maina RC Church Camp and ten new shelter units and renovate 55 units in Nan Kway St. John RC Camp. Also, 60 new units will be built in Jan Mai Kawng RC Camp.</p> <p><b>KMSS</b> -New site ground preparation was done for relocation of Man Win RC II. -29 shelter units will be completed by the last week of March 2017 in La Na Zup Ja. -Still pending, 50 shelter units in Pa Kahtawng and 82 units in AD 2000 Camp.</p> <p><b>UNHCR</b> -Camp profiling round 6 questionnaire and database trainings for partners will happen soon.</p>	<p><b>NRC will update further information in coming Cluster meeting</b></p> <p><b>KBC will update more in coming Cluster meeting</b></p>