

Rakhine CCCM Cluster Coordination Meeting

Minutes

Date: 14 August 2013

Time: 16.00 – 17.30 hrs.

Venue: UNHCR Office, Sittwe, Rakhine State

Participants: DRC, LWF, UNHCR, WFP, RI, Save the Children, SI, CDN, OCHA, MRCS, MAUK

Agenda item	Discussion	Action/Actor	Due date
1. INTRODUCTIONS Minutes and action points of the last meeting	<ul style="list-style-type: none"> - CCCM and all: minutes of the last meeting have been approved by the participants. <p>Pending issues from the last meeting:</p> <ul style="list-style-type: none"> - CCCM to collect from partners' information about volunteer remuneration. - CCCM to share template of HH card, including amendments suggested by partners. 	<p>CCCM to share with OCHA compiled sector remuneration sheet</p> <ul style="list-style-type: none"> - CCCM to circulate soft copy of HH ID card 	<p>Next Cluster Meeting</p> <p>Next Cluster Meeting</p>
2. CCCM STRATEGIC OPERATIONAL FRAMEWORK (SOF)	<ul style="list-style-type: none"> - CCCM will recirculate the SOF. Partners should share inputs and comments by email. 	<ul style="list-style-type: none"> - CCCM to send out the SOF - Partners to provide inputs and comments 	Next Cluster Meeting
3. OPERATIONAL UPDATES			
a. Incident on 9 th August and CCCM	<ul style="list-style-type: none"> - CCCM stressed that incidents that occurred on the 9th August represented clear evidence of the importance of CCCM and the <u>urgent</u> need to restructuring CMCs in some of the camps. CCCM got the list of the CMC members and will keep following-up with the District Commissioner to ensure the co-chaired Cluster meeting will take place 27th August. - OCHA suggested contact directly the Security Minister to ensure agreed actions are undertaken in coordination with 		

	<p>CCCM.</p> <ul style="list-style-type: none"> - SI reported Police becoming increasingly controlling of the activities in Dar Pai Camp, harassing staff and greater involvement in distribution exercises. Difficulties in accessing to the rural area with materials have been also reported. Situation remains tense, especially in Ba Du Paw 	<p>SI to continue monitor and updating on the matters</p>	<p>Next Cluster Meeting</p>
b. Fuel Efficient Stoves (FES)	<ul style="list-style-type: none"> - CCCM informed that amongst all the stakeholders expressing interest in implementing FES in Rakhine, EGG, a national NGO working on FES activities for 15 years in the “dry-zone” and Shan State has been invited to submit a proposal for a feasibility study/need assessment. CCCM can cover the expenses to fund the first step of the project. 		
c. CCCM Training (English)	<ul style="list-style-type: none"> - CCCM invited partners to indicate potential participants for the training, 4th – 6th September. Total number of participants is 25. 		
d. HH Survey & Stakeholders Analysis (CMCs) – Inputs from DRC	<ul style="list-style-type: none"> - DRC informed the HH survey started in OTG2 August 14th, and will begin in Phwe Yar Kone and OTG 1 August 19th. Stakeholder analysis will be rolled out immediately after. Slight amendments of the assessment tool for stakeholders, analysis/individual/focus group discussion interviews have been shared with the Cluster. - SCI raised sensitivity issues related to the HH survey in Sin The Maw, namely Nget Chaung IDPs. The issue needs to be further looked into, in coordination with the PWG. The exercise could eventually begin with the Kyauk Phyu IDPs. - WFP drew attention on the sensitive topic of data management and specific roles and responsibilities, following HH surveys. - CCCM stated the international Camp Managers are responsible for safety and confidentiality of the collected data and <u>must</u> prevent any leaking of information/related protection risks. - SCI drew attention to the general topic of beneficiary lists and their utility for all humanitarian activities in the camps. The risk is breaching confidentiality, and other protection risks have been highlighted. A dedicated risk analysis and further discussion on overall data management in camps has been suggested. 	<ul style="list-style-type: none"> - DRC to share suggested amendments with tracking changes - CCCM to share final version of the tool 	<p>Next Cluster Meeting</p>
e. Notice Boards and Complaint Mechanisms	<ul style="list-style-type: none"> - CCCM updated that 20 noticeboards, funded by UNHCR, are in the pipeline. The DRC handbook will be used as key reference for developing complaint mechanisms in the 		

	<p>camps. For more guidance see <i>Danish Refugee Council Guide on Setting-up Complaints Mechanisms</i> on Cluster website under Standards & Guidelines.¹</p>		
f. Mapping of Shelters	<ul style="list-style-type: none"> - CCCM stated that RRD and Shelter Cluster will develop maps of the camps, according to the final layouts. This will include newly constructed shelters/additional infrastructures. Agreed upon and consistent address system should be also included in the final site plans. Pros and cons of systematic address system have been discussed, outlining major protection concerns. - SCI stressed address system does not constitute added value for implementation of humanitarian activities in their camps, but did request inclusion of new camp infrastructure in these maps being generated. 		
g. Other Operational Issues	<ul style="list-style-type: none"> - CCCM informed that the German government allocated US\$ 300,000 to UNHCR for CCCM activities. Discussions with DRC, LWF and RI are on-going (at Yangon level) for allocation of funds. SI yet to confirm from their HQ potentiality for full involvement in CCCM. - CCCM and partners suggested WFP to preposition food in OTG2, given the availability of warehouse. WFP stated limited number of trucks and bad conditions of access roads currently impedes prepositioning. - WFP informed blended food items are missing for August distribution. - SCI and CDN informed recruitment of CCCM staff is on-going, but also reported constraints in recruiting qualified staff available to work in Sittwe. 		
4. INFORMATION MANAGEMENT i. Camp List ii. 3WWW	<ul style="list-style-type: none"> - UNHCR IM stated information about camp statistics and 3W will be collected from the 20th of each month. - DRC warned about the risk of overlapping/duplicating information that is gathered and all Clusters should use the same format. - OCHA stated that the comprehensive 3W for Rakhine is updated on monthly basis. 		
5. CROSS-CUTTING ISSUES	<ul style="list-style-type: none"> - DRC highlighted OTG2 has been “left behind” by education sector, as it did not appear in the sector camp list. 	<p>CCCM to ensure education sector has updated camp list</p>	<p>Next Cluster Meeting</p>

¹ https://www.sheltercluster.org/Asia/Myanmar/RakhineAndKachin/Pages/Standards_Guidelines.aspx

	- CCCM informed OTG2 will be covered by IRC by mobile clinic service.		
6. ANY OTHER BUSINESS / SUGGESTIONS / AGENDA ITEMS FOR NEXT MEETING	<p>- DRC reported 8 households left OTG2 camp during the week, destination unknown. DRC stressed OTG2 is one camp, including different groups of IDPs, and <i>all</i> should receive equal treatment in terms of food distribution</p> <p>- WFP reported shortage of funds to cover entire IDP caseload of 140,000, and pointed-out it is not the only food service provider. WFP also requested clarification about the official status of the new site Set Yoe Kya (IDP camp vs. durable solution/resettlement).</p>	OCHA to follow up/seek clarification with relevant line ministries	Next Cluster Meeting
7. DATE / TIME / PLACE OF NEXT MEETING	<p>Next CCCM Cluster meeting: Wednesday 21st August, 16.00 HRS.</p> <p>VENUE: UNHCR</p>		