

Sector Gender Focal Points Network Meeting Minutes

Date/time/venue	Thursday, 1 March 2018, 11:30 - 13:30, UNHCR EMOPS Conference Room
Attendees	Chair of the Network; 10 Focal Points from Basic Needs, Education, Health, SGBV, WASH, Livelihoods, Protection in Zaatari; Absent: Shelter, Food Security sectors Also attended: a Gender and Livelihoods Specialist and a Gender in Humanitarian Action Advisor / UN Women; Associate Inter-Sector Coordination Officer

Updates on Sector Gender Analysis

- The Analysis papers should be updated timely, in order to timely feed programming at the sector levels.
- Livelihoods sector developed the first draft. The finalized draft is expected by mid-March, and will be shared with the sector for consultation and advice.
- Protection sector Gender Analysis was drafted and shared with the sector.
- Health sector is assuming to revise the summary of the current sector Gender Analysis; while the Basic Needs sector is planning to review statistics but remain recommendations unchanged.

Action Points	Responsible	Deadline
All sectors to start revising the Sector Gender Analysis	Gender Focal Points	Maybe by beginning of July

Survey: Building Capacity of Sector Gender Focal Points

UN Women conducted a fast survey to identify interests of the Network focal points to raise their capacities in mainstreaming gender equality through the sectors.

Totally, nine focal points from seven sectors did the survey, and expressed high interest in reinforcing capacities in the following areas:

- Planning and designing joint activities across sectors / building inter-sector linkages;
- Gender and Age Marker;
- Visibility of the SGFPN;
- Advocacy Techniques.

The respondents also suggested the following topics for capacity building:

- Engaging boys and men in promoting gender equality;
- Gender and sex explained through lenses of tradition, culture and religion in the Middle East;
- Gender analysis and gender mainstreaming in humanitarian action.

As explained by the survey manager, the obtained information is not fully sufficient to assess the capacity building interests of the sectors. However it provides the baseline that can serve a starting point to further explore the capacity building interests of the Network members. To be taken into consideration, that certain training sessions (i.e. related to PSEA, early marriages, LGBTI) are carried out through the Protection and SGBV working groups, and thus should not be duplicated.

Action Points	Responsible	Deadline
Discuss with coordinators of Protection and SGBV sectors to avoid duplication of capacity building activities	SGFPN Chair Elena Guseva Rebeca Acin	Done

Consider inclusion of SGFPs in capacity building activities of other sectors (e.g. Protection, SGBV)	SGFPN Chair Elena Guseva Rebeca Acin	Continuously
Develop “Introduction Package” for the newly assigned SGFPs	SGFPN Chair Elena Guseva Rebeca Acin	In progress
Enhancement of Communication and Visibility (see attachment to the Minutes of the Meeting)		
<p>SGFPN Chair and Education Sector Focal Point Danijel Cuturic, drafted and presented vision of several actions that can be taken by the Network members to:</p> <ul style="list-style-type: none"> (i) improve communication of Focal Points through regular conduct of thematic events by the Focal Points, creation of Network WhatsApp and Facebook groups, Instagram; (ii) enhance visibility of the Network through development and allocation of visibility materials, visibility messages and intensified utilization of the UNHCR data sharing portal. <p>The below actions have been agreed by the SGFPs. Discussion on visibility and material propositions to be continued.</p>		
Action Points	Responsible	Deadline
Develop template calendar for the sector events related to gender equality	SGFPN Chair Elena Guseva	Done
Plan events related to gender equality at least one event per sector per year: <ul style="list-style-type: none"> - share proposals with the SGFPN Chair gradually to fill the calendar; - event promotor expected to invite other SGFPs to attend. 	All SGFPs	Start immediately
Update contacts list of SGFPs	Elena Guseva all SGFPs	Done
Follow-up on visibility provides and how to include at SGFPN TORs	SGFPN Chair Elena Guseva	By 5 April
Follow-up on SGFPN WhatsApp group	SGFPN Chair Elena Guseva Daniel Cuturic	Based on March new contacts list
Follow-up on SGFPN Facebook	SGFPN Chair Elena Guseva Daniel Cuturic	When the 1 st gender equality event will take place
Participate in the competition for development of SGFPN logo (proposals to be shared with SGFPN Chair)	All SGFPs	By 31 March
Check among the respective organizations if any conflict between internal rules and the creation of SGFPN visibility materials	SGFPN Chair all SGFPs	By 5 April
Gender and Age Marker		

On 25–28 February, SGFPN Chair and Associate Inter-Sector Coordinator participated in the training/workshop on roll out of the Gender and Age Marker (GAM). The training/workshop was conducted in Nairobi and facilitated by the Global Senior Gender Advisor, and accommodated about 30 participants including GenCap Advisors and gender workers from UNHCR, OCHA, UN Women and IOM. After the GAM is officially endorsed by the Inter-Agency Steering Committee (IASC) on 9 March 2018, it can be rolled out globally. The new GAM is a programmatic tool, which is similar to the earlier Gender Marker, but embraces more diversities, includes Design, Monitoring and Analysis stages, which allows to tracking at any stage of the project.

The operations are strongly encouraged to develop calendar for the GAM roll out by mid-March.

Action Points	Responsible	Deadline
Continued preparatory work on the ways to roll out GAM	SGFPN Chair Elena Guseva	15 April

AOB

- The participants agreed that SGFPN sectors and FPs should contribute in order to ensure more dynamic agendas.
- The Shelter sector missed SGFPN capacity building survey and meeting (need to find out why and have Sector Gender Focal Points participating).
- On 8-12 April, UN Women and OXFAM are conducting a training on the new edition of the “Gender in Humanitarian Action - GIHA” manual.

Action Points	Responsible	Deadline
Follow up with coordinators of Shelter sector to delegate Sector gender Focal Points	Elena Guseva	On going
Actively seek for new volunteers for SGFPs	All SGFPs	Continuously
Actively contribute to the agenda setting and initiatives	All SGFPs	Continuously
Share Concept Note and agenda on the GIHA training with SGFPN Chair	Rebeca Acin	ASAP

Next SGFPN meeting: Thursday, 5 April at 11:30 in UNHCR Khalda (EMOPS room)