



Date/time/venue	Sunday, 3 February 2018, 13:00-15:00 UNHCR EMOPS Conference Room
Attendees	ISWG Coordinator, UNHCR Inter-Agency Coordination and Information Management, Basic Needs (UNHCR, CARE), Education (UNICEF), Food Security (WFP), Health (UNHCR), Shelter (NRC), WASH (OXFAM), Reproductive Health (UNFPA), Nutrition (Save the Children), SGBV (UNFPA), JIF, OCHA.

Meeting Note and Action Points

1. Jordan Response Plan (JRP)

The Chair updated on the JRP that its first draft is being approved by the Cabinet, after which it will be uploaded onto the JRP portal (<http://www.jrpsc.org>). It is anticipated that there will not be major changes other than the restructuring of the chapters. Once the approval is confirmed, an opportunity to provide comments on the draft will be given to each sector. This will be followed by a platform meeting expected to take place on 20 February 2019, which is a high-level meeting to endorse and announce the official launch of the JRP. Once, the 1st JRP draft is released, all sectors are requested to revise sector matrices for the Inter Agency Appeal in parallel to reviewing the draft.

Action Points	Responsible	Timeframe
Sector coordinators to provide comments on the first JRP draft (1 st draft released on 4 February).	Sector coordinators	By 11 February
Sector coordinators to revise sector matrices for the Inter Agency Appeal	Sector coordinators	By 11 February

2. Jordan Humanitarian Funds (JHF)

OCHA participated in the meeting and outlined a plan to launch the first JHF Strategic Allocation for 2019. Three key guiding principles for the JHF were highlighted to continue to respond to vulnerable individuals and those with specific needs, more focusing on the localization of the funds reaching national partners and more targeting on cash-based response.

Sectors were requested to provide input to the JHF position paper before it is finalized by the JHF Advisory Board on 17 February. It was agreed by all sectors to share their priorities for the JHF after discussing with their sector members by mid-February in order to discuss with OCHA prior to discussing and deciding on the priorities in the next ISWG meeting in March (deadline postponed to 28 February after the meeting and agreed by OCHA). Once the proposals submitted by the sectors are endorsed by the JHF Advisory Board, the call will be made on the 1st allocation in March.

Following points were highlighted:

- All members who are interested in the JHF process need to register the Grants Management System (GMS) so that they can apply for this funding opportunity;
- Sufficient time should be given to identify the sector priorities to ensure the inclusive process with relevant actors;

- Partners should ensure smooth internal communications to be informed on the processes of consultations to guarantee inclusive process;
- JHF is mandated to respond to humanitarian needs in the country, for example, through JRP, which is only covering Syrian refugees. However, there is flexibility to include refugees from other countries such as Iraq;
- JHF strives to support cash-based programmes while remaining flexibility as certain projects and responses cannot be addressed by cash;
- Sector Gender Focal Points Network and the Coordination Associates will be involved in the JHF process for reviewing gender responsiveness and to monitor the processes.

Action Points	Responsible	Timeframe
Sector Coordinators to provide input to the JHF Position Paper	Sector coordinators	By 6 February 2019 (Changed from 6 th)
Sector Coordinators to share sector priorities	Sector coordinators	28 February 2019 (Changed from 11 th)
Sector members to register into the GMS if not done yet.	Sector Members	ASAP

3. 2019 ISWG Work Plan/Sector Work Plan

While the status of each sector's 2019 Work Plan was shared, ISWG discussed its 2019 Work Plan by looking at the draft and by briefing some highlights and suggesting changes, such as the inclusion of the new Gender with Age Marker (GAM), JORISS and project approval process, continuous monitoring of the Work Plan progress and the use of needs assessment registry to be more coordinated. Inputs from sector coordinators included a suggestion to incorporate the Global Compact for Young People in Humanitarian Action, transition from humanitarian to development interventions, the detailed process and timeline of Vulnerability Assessment Framework (VAF), and the need of update on Prevention of Sexual Exploitation and Abuse (PSEA).

Action Points	Responsible	Timeframe
Sector coordinators to review and comment on the draft ISWG Work Plan 2019	Sector coordinators	By 20 February
UNFPA to share the concept note on localization of the Global Compact for Young People in Humanitarian Action	UNFPA	ASAP

4. AOB

From March 2019, the timeframe of the meeting is fixed to 14:00–16:00 on the first Sunday of every month.

The next ISWG meeting will be held on 3 March 14:00-16:00.