

<b>Date/time/venue</b>	Thursday, 05 <sup>th</sup> November 2020, 11:30 -12:30 – MS Teams	
<b>Attendees</b>	<ul style="list-style-type: none"> <li>▪ SGFPN Co-Chairs (UNHCR and UNW)</li> <li>▪ Merrin Waterhouse (GenCap)</li> <li>▪ UNHCR IACU team</li> <li>▪ UN Women team</li> <li>▪ SGFP Basic Needs Sector (Terre des Hommes Italy)</li> <li>▪ SGFP Education Sector (NRC)</li> <li>▪ SGFP Health Sector (International Medical Corps)</li> <li>▪ SGFP Livelihoods Sector (Save the Children)</li> <li>▪ SGFP Protection Sector (Relief International)</li> <li>▪ SGFP Shelter Sector (UNHCR)</li> <li>▪ SGFP WASH Sector (ACTED)</li> <li>▪ Livelihoods Co-Chairs (UNHCR &amp; Mercy Corps)</li> <li>▪ SGBV Sub-Sector Chair (UNHCR)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Protection Sector Chair (UNHCR)</li> <li>▪ Shelter Sector Chair (UNHCR)</li> <li>▪ Gender Specialist (OCHA)</li> <li>▪ WFP</li> <li>▪ IOM</li> <li>▪ Camp Manager (UNHCR)</li> <li>▪ Protection Coordinator (INTEROSOS)</li> </ul>

## 1. Welcoming remarks by UNHCR and UN Women

The Co-Chair of the refugee Sector Gender Focal Points Network [SGFPN], Amy Henderson opened the meeting and welcomed the audience. The Agenda was presented and action points status from the previous meeting recalled as follows;

### Action Points:

- Circulate ToR final draft for a final review before endorsement by the members. [completed]
- 2020 SGFPN Monitoring Survey to finalized and launched Mid-November and to be completed before end November. [completed]
- Certificate of Recognition / Letter. [completed]

### Agenda December Meeting:

- SGFPN and its origins: Merrin Waterhouse
- Gender and GBV regional workshop: Amel Elradi
- Presentation of the most recent major revisions of the ToR and approval by members
- End of the year 2020 and start of planning for 2021
- AOB

*For further information, please contact:*

- Susana Boudon, UNHCR SGFPN Co-Chair, [boudon@unhcr.org](mailto:boudon@unhcr.org)
- Amy Henderson, UNW SGFPN Co-Chair, [amy.henderson@unwomen.org](mailto:amy.henderson@unwomen.org)

## 2. SGFPN and its origins: Merrin Waterhouse

Amy Henderson, UN Women SGFPN Co-Chair, introduced Ms. Merrin Waterhouse to the participants who briefed the participants on the creation of the SGFPN in 2013. Merrin is currently working as the Senior Monitoring, Evaluation and Learning Advisor with the IASC GenCap Project. She has worked with humanitarians responding to emergencies for the past 12 years working in the international humanitarian community, before she worked through government to develop and support community welfare and recovery services. Merrin served in Jordan for 2 years at the beginning of the Syrian Crisis Response. She was instrumental in bringing the Sector Gender Focal Point Network to fruition in 2013. The presentation on the formation of the network, how was established as a baseline to think about how the network was developed, lessons learned and ideas to strengthen the SGFPN was very useful.

At the time Merrin arrived Jordan, the sectors lead comes up with the idea of developing three months response plan. She suggested to integrate Gender Equality in the sectors plans, and the idea was welcomed but there was no gender Equality coordination in humanitarian or development settings. So, Merrin suggested of identifying interested people in gender. A group of 15 members (mixed from sectors representatives and UN Gender Focal Points) were established and they received training on gender in Humanitarian Action. The group transformed into a network and devolved plans on how to improve gender equality in the sectors. The SGFPN provided input into their sectors and their organization. In 2015 a Gender Task Force was established to monitor Gender Equality.

Merrin's role ends by establishing the SGFPN and ensuring the recognition of Gender Equality and the group in the sectors.

### Strength of SGFPN:

- Two representatives of each sectors;
- Networks member working as a team;
- Sector started developing gender strategies and gender analysis;
- ISWG agreed to pilot the project on how to monitor gender equality in projects.

### The following questions were raised by the participants:

Q: How was SGFPN mobilized and ensured the commitment of the group and the pilot project of gender monitoring?

A: They applied the Gender Marker (GM) tool to monitor gender equality.

Q: What was the best and less experience during the establishment of the SGFPN (mentioned under the strengths)

Q: What was the percentage of time devoted by the members to the network?

A: Merrin doesn't recall, but sector leads, and managers must support the network members participation in the SGFPN.

Q: You mentioned that you hoped that there was full time gender position, was it because of the rejection of IATF or something related to the international donors?

A: The aim was to help informing and updating ISWG on gender equality, if each organization has the fund to deploy full time gender post would facilitate this.

Merrin Waterhouse indicated to the members a very useful report produced by the Inter-Agency Humanitarian Evaluation Steering Group (IAHE SG) on Inter-Agency Humanitarian Evaluation on Gender Equality and Empowerment of Women and Girls (IAHE GEEWG) and which can be found on the following link:

<https://www.unocha.org/sites/unocha/files/2768%20UNOCHA%20Report%20121120.pdf>

Merrin also shared several key documents from 2013 and 2014 produced by the network in those years, which were saved and uploaded on the Operational Portal Refugee Situations, Syria Regional Refugee Response, Jordan in the following link:

<http://data2.unhcr.org/en/situations/syria/location/36>

### 3. Gender and GBV Regional Workshop: Susana Boudon on behalf of Amel Elradi

Susana Boudon, UNHCR SGFPN Co-Chair, apologized Amel's absence due to a last-minute impeachment so unfortunately, she will not be able to join the meeting, therefore will be Susana debriefing on her behalf. Susana introduced Amel Elradi to the participants and delivered a presentation on the Experience Sharing Regional Workshop. Amel Elradi is a Senior GenCap Advisor to HCT Yemen hosted by OCHA, currently in Jordan. Amel has a long professional experience, working with several NGOs as a volunteer in her home country (now Sudan and South Sudan); with INGOs (including Oxfam Canada) and several UN agencies. Amel holds a Ph.D. in Philosophy & Social Justice Studies from UBC Canada.

Amel is one of the organizers of the "Online Regional Experience Sharing Workshop / Practitioners' Discussion / Inter-Agency Gender Coordination Structures and the Integration of Gender Equality into the Humanitarian Programme Cycle (HPC) /MENA Region. Over 88 participants attended from UN agencies, international and national non-governmental organizations (NGOs) from the 4 countries (Turkey/Gaziantep, Jordan, Palestine/Gaza and Yemen).

The session was a practitioners' discussion in which presenters, representing their Inter-Agency Gender Coordination space of their country operation, shared their experiences on how they integrated gender equality including GBV concerns throughout the HPC / Joint Response Plan (JRP) of their country operations. The focus was on processes, methodologies, and tools used to facilitate such integration. Presenters concluded with their achievements, gaps they identified, and challenges facing their country operation Inter-Agency Gender Coordination space.

The following are the main recommendations of that participant came-up with good practices and lessons learned in each country in regard to gender coordination should be documented and shared between the 4 countries. This includes strategies and technics used by Gender and GBV Coordination Structures on how to strengthen gender equality coordination and overcome the resistance to gender equality at different levels.

There are two levels of engagement for gender coordination with the operation in each country:

1. The first, is the more strategic decision-making level involving the HCT/Inter-Cluster/Sector Coordinating Group (ICCG);
2. The second, is at the operational programmatic level, which includes the cluster/sectors coordinators. Working at the cluster/sector level to ensure gender is central to the response, requires active engagement with both HCTs and ICCGs.

### 4. Presentation of the most recent major revisions of the ToR and approval by members

The SGFPN leads displayed the latest review updated ToR on the screen to highlight some of the main changes agreed within the members, raising the points previously discussed to seek endorsement. The following changes have been integrated as per member feedback discussed in SGFPN's November meeting:

- Seniority as a membership qualification has been clearly defined;
- The groups reference frameworks are clearly indicated;
- Roles and responsibilities of coordinators and members are more clearly identified;
- Intersectional considerations are accounted for by opening membership to sub-working groups and task forces
- Membership should be endorsed by a nominee's organization and supervisors should consent to a one-year commitment and specify a percentage of time that the nominee can contribute to the work of the network.

It was agreed an exceptional extension of the deadline. Members are expected to share their very final input/feedback on the ToR by Sunday, 6 December 2020. After a final review by the SGFPN Co-Chairs, the TOR will be shared with the ISWG Coordinator on Monday, 7 December to be endorsed by UNHCR's Representative in Jordan, Mr. Dominik Bartsch.

## 5. End of the year 2020 and start of planning for 2021

- 2021 Work Plan: as per the practice at the end of each year the SGFPN Co-Chairs review and discuss the work plan and then present to the members aiming to plan together following year activities. For 2021, the year-end 2020 monitoring survey results will also contribute to inform the development of 2021 Work Plan. Work in progress and will take in consideration survey results aiming to be completed for network discussion mid-January 2021.
- The SGFPN year-end Monitoring Survey was launched online on 30 November 2020. The deadline to received inputs is set on 10 December 2020. The target respondents for this survey are Sector Gender Focal Points, Sector Leads, Area-Based Coordinators and other UN and INGO/NNGO. This survey would capture a comprehensive understanding of the work of the SGFPN and so plan for 2021.
- All members are encouraged to respond with consistent feedback to the monitoring survey by the above-mentioned deadline.

## 6. AOB

Nominative Certificates of Recognition were prepared and will be delivered to each SGFP participating to the works and activities of the SGFPN. An electronic version will be sent by email Sunday, 6 December and originals will be delivered by hand by an UNHCR driver.

Action Points	Responsible	Deadline
All members to share their final feedback/approval on the ToR.	All members	6 December 2020
The Co-Chairs will share the ToR with the ISWG Coordinator for UNHCR's Representative endorsement.	Co-Chairs	6 December 2020
Nominative Certificates of Recognition to be delivered to each SGFP.	UNHCR Co-Chair	6 December 2020

### Next SGFPN Meeting

**Because of Christmas season, January meeting will exceptionally take place on Thursday, 14 January 2021 from 11:30 to 13:00 via MS Teams**