



<b>Date / Time / Venue</b>	<b>Sunday, 03 July 2022, 13:30-15:00, MS-Teams</b>
<b>Attendees</b>	UNHCR Deputy Representative, Inter-Agency Coordination Unit team [IACU], Basic Needs [UNHCR], Livelihoods [UNHCR], Shelter [IOCC], WASH [UNICEF], Food Security [WFP], Education [RI], GBV [UNFPA], JIF

## Meeting Note and Action Points

The UNHCR Deputy Representative who was chairing the ISWG meeting, introduced agenda of the meeting and encouraged the participants to add other topics for discussion.

### **1. Status of Sectors' Reporting in ActivityInfo (AI) Plan Database**

The Information Management Officer from the UNHCR Inter-Agency Coordination Unit (IACU) presented the dashboard of the sectors' reporting in the ActivityInfo Plan Database'22, focusing on the budget and the beneficiaries in each sector. The interactive dashboard can provide different level of details, including locations, gender of beneficiaries, partners, allocation per pillar, type of activities and services, etc.

The data analysis demonstrates that out of the total USD 608 mln planned only USD 409 mln are reported, which constitutes around 30% un-reported by the sector partners. There are also other challenges and inaccuracies detected in the AI, which partners have to rectify.

The WFP Coordinator of the Food Security Sector raised questions related to the camp populations captured in the dashboard. As well, he brought attention of the ISWG to the differences of funding mechanisms with various organizations, which impacts reporting.

The UNICEF Coordinator of the WASH Sector requested to clarify the budgetary data presented in the dashboard.

The UNFPA Coordinator of the GBV Sub-Sector commented that calculation method might present the doubled beneficiaries' data, as well the same beneficiaries might be reported under different sectors. The GBV Coordinator suggested to make specific references that would clarify the reported data.

The JIF Coordinator emphasized importance of ActivityInfo training sessions to the staffs who are actually engaged in reporting. He also admitted that sometimes reporting is being done by the junior staffs, who may not be fully aware of the exercise.

The IACU commented that discrepancies in the reporting may occur due to inaccurate entries of data, such as extra zeros or digital marks in the wrong places. As well, the IACU mentioned on the multiple AI training sessions conducted by the IACU to the actual reporters, as well on the continuous follow up

consultations and guidance to the organizations assisting their reporting in AI. For the time being, the AI Plan Database is exceptionally re-opened to allow the 3RP organizations rectify their data.

Responding to the question of the UNHCR Coordinator of the Livelihoods Sector regarding proportion of different beneficiaries targeted through the 3RP, the IACU clarified that the current 3RP considers the Syrian refugees and the Jordanians. The IACU mentioned that the dashboard demonstrates level and quality of the partners' reporting, supports understanding of inaccuracies made by the organizations / sectors and the ways to correct the mistakes.

Responding to the request of the UNFPA Coordinator of the GBV Sub-Sector, the IACU confirmed possibility to generate dashboard for sub-sectors.

Wrapping up the discussion, the UNHCR Deputy Representative emphasized importance of accurate and timely reporting in the ActivityInfo and admitted value of engaging senior managers in the consultations on this subject.

## **2. Minimum Expenditure Basket [MEB] 2022**

The IACU updated the ISWG that all sectors are actively engaged in developed of the Minimum Expenditure Basket (MEB) for 2022. The deadline for sectors to submit their respective MEBs is 21 July.

The Sector Coordinators shared their experience and challenges in development of MEBs. The ISWG participants discussed, for example, the increasing prices, the relevance of establishment of the Survival Expenditure Basket, the sources and reliability of data that feeds MEBs (including VAF'21), consequences of COVID-19, the rationale of producing MEB in the middle of 2022 and using it in 2023, etc.

The JIF Coordinator mentioned that the MEB discussions are happening at a broader governmental level; a lot of data is available at the Ministry of Trade and Industry level. As well, the JIF recommended to consider sensitivity of data monitoring in the current circumstances of the prices increase in Jordan. Thus, this may require a discussion at the level of UN, HPF and GoJ.

In response to this comment, the Sector Coordinators referred to the fact that MEB results are public, and the previous years' MEBs did not create any challenges with the GoJ.

The UNHCR Deputy Representative concluded on the importance MEB exercise, along with other activities carried out by the sectors within the current environment in Jordan.

## **3. Planning an ISWG Retreat**

The UNHCR Deputy Representative offered the ISWG members an opportunity to start planning an ISWG retreat, that would focus on streamlining the existing programmes and strengthening links between humanitarian and development response. The UNHCR Deputy Representative invited the ISWG members to start thinking about readjusting the emergency response in the refugee coordination model and coordination of assessments, about establishment of effective collaboration with UNDP in the area of resilience and future of 3RP, aligning with the GOJ programmes and GCR, etc.

The template on 'Streamlining the Existing Programmes' circulated by the IACU to the Sector Coordinators could serve a good collector of sectors' ideas to prepare for the retreat.

The ISWG members supported the idea. The JIF Coordinator mentioned that he will recommend conducting an HPF retreat as well.

**4. Services Advisor**

The IACU briefed the ISWG on the completion of the new Services Advisor platform, which will serve an interactive mapping of the services provided by different actors in Jordan. The new platform It is a product of close collaboration with many partners, it is built using the latest technology and applying new features.

The new Services Advisor will be launched on 4 July on the IACU Azure cloud server. The IACU will accordingly conduct training sessions on the data entry to the partners. The ISWG members are requested to advocate at the sector level to populate and use the Services Advisor.

The IACU navigated the ISWG members through the platform and demonstrated its features.

**5. AOB**

Considering that situation with COVID-19 is becoming stable, the Coordinator of the WASH Sector from UNICEF suggested, and was supported by the JIF Coordinator, to review the schedule and the focus of the ‘ISWG Refugee Response Coordination and Corona Updates’. The UNHCR Deputy Representative admitted having received this recommendation from other colleagues as well and acknowledged relevance of this revision.

The IACU informed that the [2022 VAF Population Report for Refugees in Host Communities](#) has been uploaded at the UNHCR Operational Data Portal.

The UNHCR Deputy Representative informed that she will be resigning as of 1 August. The newly recruited Inter-Agency Coordination Officer will join the operation on 15 August, while recruitment of the Senior Inter-Agency Coordination Officer is ongoing. Meanwhile, the IACU team remains fully dedicated to support sectors.

Action Points	Responsible	Timeframe
Launch Services Advisor platform	IACU	4 July
Generate consultations, share ideas on the ISWG retreat	Sector Coordinators, ISWG	ASAP