



Meeting Minutes

21 December 2023

Time & Location	10:00am, online
Chaired by:	Speciose Kampire
Participants:	Caritas Poland, Talk to Loop, International Medical Corps Ukraine, UNHCR (Warsaw, Krakow, Rzeszow, Lublin and Country Office)
Minutes prepared by:	Karolina Fabirkiewicz Minutes available at AAPWG Poland - Google Drive
Agenda and discussion points:	<p>Proposed agenda:</p> <ol style="list-style-type: none"> 1. General updates from Partners on main developments and challenges 2. Presentation by the UNHCR Information Management team 3. Presentation of the results of the GBV Safety Assessment 4. Priorities for 2024 – AAP WG Action Plan 5. AOB <p>General updates from Partners:</p> <ul style="list-style-type: none"> • Three AAP-related indicators were proposed for 2024 that will allow the group to report on AAP activities. WG members are asked to provide their feedback: <ul style="list-style-type: none"> - # of individuals involved in participatory programme design and/or monitoring and/or evaluation processes - # of individuals who used feedback and response mechanisms to voice their needs/concerns/feedback - # of personnel of government, non-government organizations, volunteer networks or community members trained on AAP standards. <p>Presentation by the UNHCR Information Management team:</p> <ul style="list-style-type: none"> • RRP 2024 appeal exercise was conducted to learn which partners are planning to implement projects on refugee response. • 103 organizations are included in RRP 2024, and the total budget requested is 377.4 mln (the largest budget is requested by Basic Needs sector, followed by Livelihoods and Economic Inclusion, and Protection sector). • Total budget for AAP activities within RRP 2024 equals 4.05 mln. • Reporting frequency will change from monthly to quarterly in 2024. • A series of workshops on reporting via ActivityInfo is planned in January. <p>Presentation of the results of the GBV Safety Assessment:</p> <ul style="list-style-type: none"> • Assessment was conducted between November 2022 and March 2023. The main aim was to identify GBV risks and propose recommendations. Sectoral focus was put on Accommodation and Livelihoods, additionally, it covered access to services and PSEA. • Assessment took place in Warsaw, Rzeszow, Krakow, Lodz, Podkarpackie, and included over 25 KIIs and 35 FGDs. • Main findings related to private accommodation included discrimination, psychological distress, lack of awareness of rights, overcrowding, and language barriers. • Findings related to collective accommodation included: discrimination, psychological distress, shifting family relations, lack of confidential and private space. • In terms of Livelihoods, the following risks were identified: risks related to lack of awareness of the employment system, psychological distress, discrimination, economic violence.



- Some recommendations include: training frontline staff how to safely handle SEA and GBV disclosures and report to available services; putting in place safe and confidential reporting mechanisms to allow GBV and SEA disclosures; facilitating regular conduct of safety assessments.
- The presentation and the Safety Assessment summary report were shared with the WG members.

Priorities for 2024 – AAP WG Action Plan:

- Due to the time constraints, the discussion about the plans will take place in the next meeting.

AOB:

- UNHCR is looking for a co-chair of the AAP WG, preferably a local NGO. Interested organizations are encouraged to reach out to the chair of the group.

Action Points:

- **In the next meeting, plans and priorities for 2024 will be discussed.**
- **Presentations, dates of the upcoming AAP WG meetings in 2024, and the proposed indicators will be reshared with the members.**