



## NFI Working Group

### Syrian Refugee Response In Jordan

Meeting Location	UNHCR–Large Conference Room	Meeting Date	07.10.2013
Chair Person	Maurice Bisau	Meeting Time	14:00-15:00
Minutes Prepared by	Samia Qumri		
Purpose of Meeting	RRP6: strategic objectives, outcome and indicators		
Attendees	NRC, Caritas-JO, DRC, AVSII, OperationMercy, JEN, ICMC,IRW, JICA, WorldVision, ActionAid, CHF Inter., Swiss Red Cross, German Red Cross		

### 1.) Summary of action points

Number of action point or discussion	Action point	Focal Point / Organization
1.)	Project Plans updates & submission deadlines for RRP6 from members	Maurice Bisau / Hugh Earp
2.)	WASH and NFI overlaps feedback (Jerry-cans, sanitary clothes and Diapers)	Maurice Bisau / UNHCR
3.)	Winterization Consolidated NFI list based on inputs from all members	Maurice Bisau / UNHCR
4.)	RRP 5 reporting for September	Maurice Bisau / Hugh Earp
5.)	Update on Clothes distribution working group	Samia Qumri / Hugh Earp

### 2.) Attachments and References

Documents	Location	Contact Person
RRP6 docs; <ul style="list-style-type: none"> <li>The objectives, outputs and indicators of the cash, shelter and NFI working groups.</li> <li>Jordan RRP6: Strategic objectives and population projections</li> <li>The SOP for Activity Info</li> <li>RRP6 Review Process</li> </ul>		Maurice Bisau/Hugh Earp
Activity info presentation		Hawraa Harkous/ UNHCR
NFI Standardization draft		Samia Qumri/Hugh Earp

## 3.) Minutes

Item	Discussion
NFI Updates	<p>Updates were received from the following agencies and modified on the NFI-3Ws: JEN, WVI, IRW, DRC, JHAS, Caritas-JO, Operation Mercy, LWF, ICMC, Acted, NICCOD</p>
Overview and Key Issues	<p>Introductions were made by Mr Maurice, NFI-WG Chair, and Welcoming note to the visitors from the Japan Inter. Cooperation and the Swiss Red cross delegates.  Highlighting major issues;</p> <p>➔ As discussed at the joint cash / shelter / NFI workshop on Sunday 29<sup>th</sup> September and at various points recently, Agencies are requested to submit their projects to RRP 6.</p> <p>This can be done online, using the log in that your agency has been assigned by UNHCR. For agencies that do not have a login, are kindly requested to contact Ms Hawraa Harkous <a href="mailto:Harkous@unhcr.org">Harkous@unhcr.org</a> and Ms Connie Vaughan <a href="mailto:Vaughanc@unhcr.org">Vaughanc@unhcr.org</a></p> <p>The deadline for all submissions is the close of business on Saturday, 12<sup>th</sup> October so as to allow consultations before the final deadline for all sectors that is due on 15<sup>th</sup> October to submit their respective projects.</p> <p>Sector Chairs are submitting their sector response plans (SRPs) to the Inter-Sector Working Group (ISWG). This will include the narratives and accompanying tables with the list of objectives, outputs and activities which are being inputted into <a href="http://www.syrianrefugeeresponse.org">www.syrianrefugeeresponse.org</a>.</p> <p><i>*To facilitate the process, please refer to the annexed docs</i></p> <p>➔ Reflect on the NFI-template sheet shared with all participating agencies set out as contingency plan for better deliverance and distribution.  Reviewing urban response objective whether it is still appropriate within the context and in line with previous discussions around an anticipated more influx. <b>Furthermore, All agencies are requested to submit their inputs with thanks to those already did submit.</b> So as to be fully acknowledged with what's being covered along with our synergies.</p> <p>➔ For further elaboration on what has been previously discussed on the division between the NFI sector and the WASH sector, as follow;</p> <p>&lt;Wash WG will handle (Jerry cans and hygiene kits) distribution only in the urban settings through the hygiene promotion. They will not handle diapers distribution. The NFI WG will continue handling (jerry cans, hygiene kits and also diapers) in both camp settings and for urban cases where feasible&gt;</p> <p><i>*Should you need anything else, please do not hesitate to contact us</i></p>
Reporting on September activities	<p>Participating agencies were invited during the NFI meeting, to report on their September activities, as per the dashboard format of UNHCR. Data to be sent to Mr Hugh Earp <a href="mailto:hugh.earp@nrc.no">hugh.earp@nrc.no</a> (before 14:00 on Tuesday 8th October) for compilation before the end of the day.</p>

Item	Discussion
	<p>The activities to report on, as listed below;</p> <ul style="list-style-type: none"> <li>- # of jerry cans distributed</li> <li>- # of hygiene kits distributed</li> <li>- # of blankets distributed</li> <li>- # of kitchen sets distributed</li> <li>- # of heating stoves distributed</li> <li>- # of clothing sets distributed</li> <li>- # of mattresses distributed</li> <li>- # of cooking stoves distributed</li> </ul> <p><b><i>*Noting, that this data is for the calendar month of September. Any activities earlier than that, however, and have not been reported as part of the August dashboard, you are kindly requested to include a separate note indicating the total numbers distributed this calendar year up until the end of August 2013.</i></b></p>
Clothes Sub-WG	<p>Clothes Sub-WG meeting was held 30 minutes prior the NFI meeting, For effective and consolidated distribution plans and modality all agencies providing or willing to provide for both the urban and camp settings as part of joint approach of coordinating activities of their winterization plans and to fill in any gaps Template will be shared with all .</p>
Emerging Issues AOB	<ul style="list-style-type: none"> <li>➤ Ms Merrin Waterhouse, IASC GenCap Advisor, will provide constructive advice to Sector Leads on how to incorporate gender marker and equality measures into sector response plans as part of an opportunity to demonstrate gender sensitivity to the Inter-Agency Task Force and donors before the document is finalized.</li> <li>➤ 7 containers from UNIQLO clothes donations have arrived and plan is to have district distribution as family packages. Distribution to commence on the third week of October and to conclude by mid-December</li> <li>➤ As request by the Zaatari camp management, all distribution to be coordinated beforehand with the management, to mitigate any frustration that might arise and avoid duplication. Please contact Mr Matthew Byrne <a href="mailto:Byrne@unhcr.org">Byrne@unhcr.org</a></li> <li>➤ Planning blanket distribution in Zaatari for heaters. Refills will be every 10-14 days; with plan for 4-6 refills (goal is 6 refills). As discussed and agreed previously, to consider winter months are from December and January.</li> </ul>

Item	Discussion
Adjournment	<p>Meeting adjourned at 15:00pm</p> <ul style="list-style-type: none"><li>➤ Next NFI meeting will take place Monday Oct 21<sup>st</sup>, 2013 14:00 pm at UNHCR BO-large conference room 1<sup>st</sup> floor</li></ul>