



# Jordan: Inter-Sector Working Group (ISWG) Meeting Minutes: 13<sup>th</sup> January 2014

## AGENDA

1. ISWG Update and Work Plan
2. Activity Info Development: Monitoring and Reporting
3. Referral Networks
4. Informal Tented Settlements (ITS)  
AOB

## REVIEW OF ACTION POINTS from 17th December ISWG Meeting

Action	Responsible	Status
Put the RRP6 dashboards and the slideshow on the web portal and will send round to the ISWG.	Coordination Team	Completed
Sector chairs to check RRP6 and send any comments to UNHCR, before printing.	Sector Chairs	Completed
Inter-Sector Coordinator to add to ToRs - a section on flexibility and other structures-and then refer to the IATF for review.	Inter-Sector Coordinator	Completed
IM will send out 10 bullet-point option list for options on creating validation processes.	Coordination Team	See Presentation Below
Inter-sector Coordinator will produce an organogram on the urban structures to present to the WG at the next meeting.	Inter-Sector Coordinator	Pending
Inter-Sector Coordinator to produce a work plan calendar for the ISWG to keep track of plans for early next year.	Inter-Sector coordinator	Completed

## SUMMARY OF DISCUSSION

### *ISWG Update and Work Plan*

#### *ISWG Update*

The previous ISWG request to the IATF (on the need for advocacy on refugee access to livelihoods) had been discussed at the 6<sup>th</sup> January IATF meeting. The issue was referred back down to the ISWG, to set up a small advocacy group to come up with 4 to 5 key advocacy messages. On the subject of reviving the old advocacy working group, it was decided that it would be ineffective. Instead a smaller group, formed from members of the ISWG, would be able to create a common stance that could respond to every sector. Inter-Sector Coordinator will call a meeting in this regard.

#### *ISWG Work Plan*

The Work Plan was presented. It is a working document. There was a request to introduce streamlining of GBV guidelines. There was concern to get the GBV guidelines to a strategic level out of concern that they would drop off the radar. A discussion ensued on whether it would be better if through the CP/GBV steering committee.



It was decided that there already exists a steering committee that oversees this process. This body should also address sexual exploitation, possibly discussing mainstream protection in more general terms.

A box on ITS be inserted into the Workplan.

Coordinated Assessment methodology included – a workshop on this will be facilitated by ACAPS in late January.

No issues to be raised with the IATF.

### ***Activity Info Development: Monitoring and Reporting***

UNHCR Information Management presented the plans for the development of the new Monitoring and Reporting Database to the ISWG. Information is updated by each organization and then approved by the Sector Chair. There is to be a dashboard of 5 indicators who report on the collated information every month. As stated in the presentation, the database is scheduled to be up and running by 08/02. A prototype is to be released and made available to members of the ISWG on 14<sup>th</sup> January. A discussion followed in which potential problems with the system were brought to light such as: whether the partner will report only for activities in his own name and the appealing UN agency will input it; the terminology used; the lack of a sector dropdown box; and the need for an individual box for the partner. It was suggested in the discussion that followed the presentation that instead of a *funded by* column, there should be an *implemented by* column as it would be very difficult to apportion the funds from the various donors.

The PowerPoint and all relevant documents will be sent round the members of the ISWG for comments.

By the 26<sup>th</sup> January, Sector Chairs need to reconfirm the indicators which will be monitored. A training for staff involved in using activityinfo will be organized by late January.

### ***Referral Networks***

Florent Marty (Protection Officer for UNHCR) gave a presentation to the ISWG on current Referral Networks and the progress made<sup>1</sup>. An internal review of the referral networks has been initiated. The objectives of the referral networks were presented and these included: the establishment of a database in activityinfo to collect information on services available to refugees (by sector/activity and area); the review of referrals' tools and path-ways; continuation of trainings on referrals mechanisms, tools and standards (for Protection and non-Protection actors); publication/information dissemination; and the development of an accountability framework. In his presentation, Florent also showed the next stages of the plan which are to be completed by the end of January.

With regard to its management it was suggested that a steering committee could oversee its direction.

The PowerPoint and all relevant documents will be sent round the members of the ISWG.

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<sup>1</sup> Beyond the Child Protection and Gender Based Violence technical SOPs.



## ***Informal Tented Settlements (ITS)***

In the last meeting, UNICEF (Lucio Melandri) gave a presentation on the findings from the REACH/ACTED survey of ITS. A follow-up meeting was called on 19<sup>th</sup> December in which two issues were covered. These were: the response to the weather situation and the position of the community at large. In that meeting, it was decided that the Task Force would remain until the aforementioned issues were resolved.

The poor weather and snow resulted in the evacuation of refugees from some site. There have also allegedly been cases in which refugees were evicted from ITS. In a meeting held last week, it was decided that clarification is required concerning the position of the authorities with regard to the ITS, which will then make it easier to define what can be done and for what key elements we can advocate such as key assistance, education, visits to the locations, assessments etc.

If the authorities maintain a policy of relocation, it is necessary that it be carried out in a humane fashion. Advocacy options were discussed. There will be a follow-on meeting held this week. Activities have been suspended in the affected ITS until the end of the week, after which this policy will be reviewed.

## ***Branding***

The issue of branding (Logos) was raised. There was a general consensus that the portal has a very UNHCR feel to it. This should be toned down. The question was raised as to whether everyone should put logos etc on sector documents. The creation of an interagency logo was suggested, like the one that is now used in Lebanon.

## **KEY ACTION POINTS: 13th January**

<b>Action</b>	<b>Responsible</b>	<b>By When</b>
Comments on Workplan	Sector Chairs	16th January
Completion of prototype of the RRP6 Activity Info design and SOPS. Comments by Sector Chairs	Sector Chairs	24 <sup>th</sup> January
Review of indicators to be included in ActivityInfo	Sector Chairs	By 26 <sup>th</sup> January
Finalization of RRP6 activity info module and training	Info Management	By end January
Coordinated Assessment methodology workshop, facilitated by ACAPS.	ISWG/Sector Chairs	On 29 <sup>th</sup> January
The first three steps of the Referral Networks system will be completed. These are: Creation of a steering committee; concept note and endorsement of Work Plan/Timeline; and finalization of the database on services available-including the endorsement of taxonomy of services/activities.	Protection	End of January
Raise issue of branding of portal with UNHC HQ	Inter-Sector Coordinator	By next meeting



**ATTENDANCE: 13<sup>th</sup> January, at UNHCR Office, Amman, Jordan.**

Mary Jo Baca	MHPSS	IMC	<a href="mailto:mjbaca@InternationalMedicalCorps.org">mjbaca@InternationalMedicalCorps.org</a>
Edouard Legoupil	Info Management	UNHCR	<a href="mailto:Legoupil@unhcr.org">Legoupil@unhcr.org</a>
Volker Schimmel	Cash	UNHCR	<a href="mailto:Schimmel@unhcr.org">Schimmel@unhcr.org</a>
Ana Belen Anguita Arjona	CP/GBV	UNHCR	<a href="mailto:anguita@unhcr.org">anguita@unhcr.org</a>
Merrin Waterhouse	Gender Advisor	UNWomen	<a href="mailto:merrin.waterhouse@unwomen.org">merrin.waterhouse@unwomen.org</a>
Sandrine Peillon	Protection Camp	UNHCR	<a href="mailto:Peillon@unhcr.org">Peillon@unhcr.org</a>
Maysa Alkhateeb	Reproductive Health	UNFPA	<a href="mailto:mal-khateeb@unfpa.org">mal-khateeb@unfpa.org</a>
Farah el-Zubi	Food Security	WFP	<a href="mailto:farah.elzubi@wfp.org">farah.elzubi@wfp.org</a>
Dorte Jessen	Food Security	WFP	<a href="mailto:dorte.jessen@wfp.org">dorte.jessen@wfp.org</a>
Uma Kandalalyeva	Protection	IRD	<a href="mailto:uma.kaudalayeva@ird-jo.org">uma.kaudalayeva@ird-jo.org</a>
Lucio Melandri	Education/WASH	UNICEF	<a href="mailto:lmelandri@unicef.org">lmelandri@unicef.org</a>
Karen Whiting	Child Protection	UNHCR	<a href="mailto:whiting@unhcr.org">whiting@unhcr.org</a>
Giulia Ricciarelli-Ranawat	Protection	UNHCR	<a href="mailto:ricciare@unhcr.org">ricciare@unhcr.org</a>
Ann Burton	Health	UNHCR	<a href="mailto:Burton@unhcr.org">Burton@unhcr.org</a>
Zein Ayoub	MHPSS	WHO	<a href="mailto:ayoubz@jor.emro.who.int">ayoubz@jor.emro.who.int</a>
Lynnette Larsen	ACAPS Secondee	ACAPS	<a href="mailto:ll@acaps.org">ll@acaps.org</a>
Maria Paradies	Education	UNHCR	<a href="mailto:mparadies@unicef.org">mparadies@unicef.org</a>
Mohamed Biely	Wash	UNICEF	<a href="mailto:mbiely@unicef.org">mbiely@unicef.org</a>
Hugh Earp	NFIs	NRC	<a href="mailto:hugh.earp@nrc.no">hugh.earp@nrc.no</a>
Alex Tyler	Inter-Sector Coordinator	UNHCR	<a href="mailto:tyler@unhcr.org">tyler@unhcr.org</a>
Angeliki Panagoulia	Inter-Sector Coordination	UNHCR	<a href="mailto:panagoul@unhcr.org">panagoul@unhcr.org</a>
Matthew Richard	Inter-Sector Coordination	UNHCR	<a href="mailto:richard@unhcr.org">richard@unhcr.org</a>
Yara Romariz Massri	Inter-Sector Coordination	UNHCR	<a href="mailto:maasri@unhcr.org">maasri@unhcr.org</a>
Florent Marty	Protection	UNHCR	<a href="mailto:marty@unhcr.org">marty@unhcr.org</a>
Sabri Gmach	Health	WHO	<a href="mailto:sahbani@unfpa.org">sahbani@unfpa.org</a>
Alexander Peter	Inter-Sector Coordination	UNHCR	<a href="mailto:PETERA@unhcr.org">PETERA@unhcr.org</a>