



Meeting Minutes & Report			
<b>Chair person</b>	Elisabetta Brumat	<b>Venue</b>	UNHCR, LEA building
<b>Co-chair person</b>		<b>Date</b>	20 February 2014
<b>Minutes/report by</b>	Toni Ayrouth / E. Brumat	<b>Time</b>	10:00AM - 12:00AM
<b>Main Organisations attending</b>	ALEF, CARE, CMLC, DRC, ECHO, HI/Help Age, Heartland Alliance, ICRC, IMC, IOM, IRAP, IRC, MC, MOSA, NRC, OCHA, Oxfam UK, UNHCR, Child Protection Coordinator, WCH, and WVI.		

**Participants:** (see attached annex A)

Introduction / Administrative matters
<ul style="list-style-type: none"> <li>▪ The meeting was postponed from the initial date of 19 February due to the security restriction on the previous day, not allowing for full participation.</li> <li>▪ Minutes of previous PWG – already circulated to participants for comments - were approved.</li> <li>▪ The Agenda points had to be slightly reduced due to the change in day. The update on targeted assistance could not take place (see later on Access to Services and Assistance).</li> <li>▪ Following a decision agreed in the previous meeting as a standard point, the PWG Chair provided a quick update from the field through information and action points extracted from the various field PWG notes and meetings attended. (Here reported according to thematic areas). Most of the discussion was focussed on the developments in Arsaal. The Chair reminded that Inter-Agency highlights on Arsaal are also available on the interagency portal, and were already disseminated to the PWG together with other partners' specific update (e.g. DRC).</li> </ul>

Topic of the Month: TORs of the PWG Working Group	Presenter: PWG Chair
<ul style="list-style-type: none"> <li>▪ The PWG Chair invited a discussion on the newly proposed TORs for sector Working Groups, proposed by the RRP6 Steering Committee to harmonise across sectors, both at field and at national level. ToRs had been shared ahead of the meeting with few proposed additions/ fine-tuning to put them in line with the sector specificity, also by including some few paragraphs of the current PWG ToRs already endorsed in July 2013.</li> <li>▪ It was noted that the RRP6 SC proposed ToR do not differ substantially from standard ToRs, in terms of functions and accountabilities. They however introduce two possible initiatives, to be agreed by each of the sector WGs, based on the needs and opportunities identified: a) the possibility to create a Core Group (CG) of partners, agreed by the sector, based on operational engagement, representation and availability to provide guidance and develop strategies for the sector; b) the possibility to have a NGOs as a Co-Chair.</li> <li>▪ There was a general consensus on the opportunity to revitalize the CG of the PWG (previously called Steering Committee), along the functions included in the ToR proposed by the RRP6 SC. It was stressed that the CG will be a proposing body to prepare grounds, provide technical inputs on specific themes, discuss concrete issues and lay down the ground work and material to be further endorsed by the sector WG, with the possibility to meet more often and facilitate continuity in the monthly PWG discussion.</li> <li>▪ The Chair encouraged the participation in the CG of national NGOs traditionally attending the sector. Some partners highlighted that the presence in the CG should not be too demanding.</li> <li>▪ While the presence of the Co-Chair s is already envisaged by the ToR, the participation of some of the previous members' active up to summer 2013 was reconfirmed (GBV TF and CP WG coordinators, UNHCR). UNRWA, already present in the group but not able to attend the meeting, will be contacted. Additional members who expressed interest were Alef as national NGO, HI/Help Age (through the advocacy adviser), while Oxfam proposed its presence upon confirmation. The Chair recalled the importance for the CG to remain within a feasible number of participants, to maintain its practical intent.</li> </ul>	

<ul style="list-style-type: none"> <li>▪ The Chair took note of the already confirmed participants and invited Oxfam to confirm their proposal. The Chair invited the sector to examine the proposed ToRs for endorsement in the next meeting.</li> </ul>		
<p>Follow up required: Concrete Intervention Advocacy</p>	<p>For PWG</p> <hr/>	<ul style="list-style-type: none"> <li>▪ Sector to examine the proposed ToRs for endorsement in the next meeting.</li> </ul>

### Activity Info

<ul style="list-style-type: none"> <li>▪ As one distinct point in the agenda, the reporting on Activity Info was discussed, following the selection of agreed indicators done during the RRP6 process and further refined in December.</li> <li>▪ Based on the initial reporting on Activity Info for the month, the discussion tried to reconfirm a common understanding of all indicators' definitions and the level of disaggregation of the various indicators. It was noted that sector partners, including in the field, remarked on their inability to capture all activities conducted by the sector in the current indicators. A proposal for discussion on few additional indicators had been circulated ahead of the PWG meeting.</li> <li>▪ HA/ HI emphasized the importance of age and diversity (disability) disaggregation. At the same time, partners highlighted the challenges of the data entry in terms of time efforts. The importance of gender disaggregation as a minimum commitment was agreed.</li> <li>▪ The PWG Chair suggested that, in order to find an acceptable balance between details and time consumed in data entry (and subtracted from activities in the field) the geographical level of disaggregation would be at district level. The sector partners agreed.</li> <li>▪ It was noted that most of the reporting had been included under the indicators of "Community Empowerment" and "Persons with Specific Needs", while there is a need to reconfirm the definition of the activities falling under those indicators, also based on the RRP6 projects and appealing agencies. This was agreed.</li> <li>▪ The Chair proposed a discussion to finalize the indicators to be held on Tuesday 25 February (10:00 am) in UNHCR, with the PWG Core Group and interested partners reporting under the protection sector (excluding CP and SGBV where dedicated discussions took place).</li> </ul>
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### 1) Access to Territory (new arrivals, border monitoring)

<p>Follow up on previous action point</p>	
<p>New Issues &amp; trends Action taken</p>	<ul style="list-style-type: none"> <li>▪ Based on the discussion in the last PWG Bekaa on Tuesday 19th, attended by the PWG Chair, an update was provided on the new refugee influx in Arsaal. 10,000 individuals arrived between 9-17 February, and new arrivals cannot be excluded.</li> <li>▪ Shelter emerged as critical challenge, including ensuring adequate standards of living for the population with specific needs. With the risk posed by refugee settlements in insecure areas (beyond checkpoint), alternative solutions are being sought in cooperation with the municipality and MOSA.</li> <li>▪ The Chair reported on the good level of coordination of activities at Beckaa/ Zahle level amongst various PWG partners to ensure a prompt response to protection needs. An identification of newly arrived refugees is conducted by DRC and UNHCR with cross-checking of data in different databases (DRC newcomers and UNHCR Progress as well as appointment schedule); a bar-coding of documents is undertaken by UNHCR to facilitate future registration.</li> <li>▪ Protection Agencies on the ground (UNHCR, IRC, DRC, TDH, NRC, HI) are providing services and discussion is ongoing on how to best conduct vulnerability assessments and outreach reducing overlapping. A protection desk is established by DRC / UNHCR for case referrals; child protection activities are carried out by DRC and TDH; IRC continues to run a women center and provides psychological support; HI identifies specific needs of old persons, persons with disabilities and injured; IMC supports with mobile medical activities.</li> <li>▪ The presence of combatants has been identified and this is taken into consideration for the</li> </ul>

	<p>future registration phase.</p> <ul style="list-style-type: none"> <li>▪ The CP Coordinator enquired on the presence of Children Associated with Armed groups (CAAG) and the process followed to ensure prompt separation and support (see after on CP).</li> </ul>
Follow up required: Concrete Intervention Advocacy	For PWG _____
	For PWG national level

## 2 ) Access to Registration (UNHCR, Municipalities, others)

Follow up on previous action point	
New Issues & trends Action taken	<ul style="list-style-type: none"> <li>▪ Registration trends are in line with the projections (52,273 indiv. in January). The total number of registered and awaiting (931,567 as of 17 February) represents 62% of RRP6 target. Decrease of 11% in the number awaiting and a decrease in the waiting period to 23 days reported, with slight differences according to areas and situation.</li> <li>▪ The process of verification of the expired UNHCR certificate continues, with 24,000 out of 26,500 verified-renewed (20% no-show). According to UNHCR the latter can be largely explained by people being occupied or sick but could also be due to a loss of interest as a consequence of the system of targeted assistance. The PWG emphasized the importance of mass information to inform the refugees of the overall benefits of the registration, including access to education, health, legal support. The MOSA Co-Chair stressed the importance of the MI products already produced, notably the video on Registration, which should be further disseminated. The PWG participants expressed interest in a wider distribution of the video for awareness purposes.</li> <li>▪ The iris scan has so far covered 113,221 individuals as of 13 February.</li> <li>▪ UNHCR informed that a mission for mobile registration is set in Whali Khalid for the first week of March. At the same time, the mobile appointment system in Aarsal provided 504 mobile appointments with field teams mobilized to identify new arrivals. The current influx has temporarily deferred the process, which will be soon resumed.</li> <li>▪ Some sector participants put again emphasis on mobile registration in Aarsal. Based on the discussion in the PWG Zahle, the PWG Chair highlighted how in the current situation mobile registration may compromise the integrity of the process, particularly considering the possible presence of former combatants, for whom a detailed interview is mandatory, which cannot take place during the pre-identification.</li> <li>▪ Some participants enquired about the number of arrivals through the regular borders, which is provided to UNHCR by the GSO but not on a regular basis. DRC offered to provide indications on the new arrivals data they gathered to possibly compare them with the number of persons requesting appointments.</li> </ul>
Follow up required: Concrete Intervention Advocacy	For PWG _____
	For PWG national level

## 3) Civil status documentation (birth registration, statelessness, residency permit)

Follow up on previous action point	
New Issues & trends Action taken	

Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

#### 4) Freedom of Movement / Detention (curfew, check points, arbitrary detention)

Follow up on previous action point		
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

#### 5) Physical safety (treats violation, security incidents, minorities, exploitation not covered under SGBV and Child Protection)

Follow up on previous action point		
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

#### 6) Sexual and Gender Based Violence (update form SGBV Task Force)

Follow up on previous action point		
New Issues & trends Action taken	<ul style="list-style-type: none"> <li>Through the PWG Chair, the SGBV Task Force Coordinator communicated to the PWG that the upcoming SGBV TF national retreat will take place on 26th of February. The retreat will look at establishing a common working framework for the Task Force including at field Working Groups level; will work on strategic priorities, on the revision of field and national ToRs and on the definition of a roll out plan for the SOPs. Field SGBV TF coordinators as well as field partners have been invited. The PWG will be also represented.</li> </ul>	
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

#### 7) Child Protection in Emergency (update from Child Protection in Emergency Task Force)

Follow up on previous action point		
New Issues & trends Action taken	<ul style="list-style-type: none"> <li>During the briefing on Arsal and registration, the CPiE WG coordinator stressed the importance of a proper procedure for cases of Children Associated with Armed Groups (CAAG). Sector participants stressed the importance of a close cooperation between UNHCR and UNICEF on the matter, together with other protection partners active in the area.</li> <li>UNHCR recalled that the issue of CAAG has been inserted in the 2013 UNHCR SOP for combatants to ensure that all children falling into the category would be registered and fast tracked in the provision of assistance as they are considered as high risks cases. In 2013, the Child Protection Unit of UNHCR CP in collaboration with UNICEF MRM focal point trained UNHCR registration teams in all registration Centers to improve Child Protection skills and</li> </ul>	

	better identify child protection cases, including for monitoring and reporting (MRM). According to the plan, UNICEF CP assistants will be deployed in the registration centres to accept referral of CP cases (related to MRM cases and other CP high risks cases).	
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

### 8) House, land and property

Follow up on previous action point	<ul style="list-style-type: none"> <li>As part of the update from the field, the PWG Chair highlighted that the Akkar PWG reported on numerous eviction situation (potential or factual) emerging in the North. In Bekaa, the activities of the Committee on Eviction continue. The PWG in Tripoli T5 asked the PWG to update on the on online eviction tracking tool.</li> <li>UNHCR confirmed that the Eviction Tracking Form is in place and linked to the National on-line database currently in a testing form.</li> </ul>	
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	<ul style="list-style-type: none"> <li>UNHCR to brief on the on-line tool in one of the next PWGs, together with NRC results of the pilot testing of the rental template.</li> </ul>

### 9) Social Cohesion (Relation with host community)

Follow up on previous action point		
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

### 10) Access to services and assistances ( discriminatory practices, access information, PWSN)

Follow up on previous action point	<ul style="list-style-type: none"> <li>The proposal to have an update on the targeted assistance has to be again postponed due to the change in the schedule of the meeting and the unavailability of the representatives of the TF on Targeting. The Chair highlighted how the main discussion is currently undertaken in the TF on Targeting, where UN agencies and NGOs – including members of the PWG – are now represented. The proposal to have a briefing on Targeting Assistance remains pending and the PWG Chair will try to schedule a dedicated meeting or re-include the point in the next PWG.</li> </ul>	
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	PWG Chair to follow-up with representatives of the Targeting Task force.

### 11) Refugee outreach

Follow up on previous action point		
New Issues & trends Action taken		
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	

12) Protection mainstreaming and capacity building and Assessments		
Follow up on previous action point		
New Issues & trends Action taken	<ul style="list-style-type: none"> <li>▪ The PWG Chair provided a brief introduction on the MSNA. This inter-sector initiative aims to facilitate the analysis of existing information and identify gaps to better shape strategic response. It is supported by a dedicated team of IM Officers and supported by a MSNA Coordinator. The process will involve few steps starting with a secondary data review and analysis to assess the current availability of information gathered through multiple inter-sector and dedicated assessments. Subsequently, based on information needs identified by the sectors, MSNA will try to identify areas uncovered and information gaps.</li> <li>▪ The PWG chair summarized what MSNA team currently request from the sectors.               <ol style="list-style-type: none"> <li>a) To Provide <u>existing</u> public surveys/ assessments to the MSNA team, to facilitate the secondary data collection;</li> <li>b) To develop a “What we need to know” collection, i.e. a series of priority information needs to better inform the strategy of the sector. A proposal was prepared ahead of the PWG meeting by the sector coordinator, but the time did not allow for a full discussion.</li> </ol> </li> </ul> <p>The PWG Chair also briefly highlighted the possible confidentiality challenges for protection – related data, although none of the information collected ad elaborated by MSNA will be of individualized nature.</p>	
Follow up required: Concrete Intervention Advocacy	For PWG	
	For PWG national level	<ul style="list-style-type: none"> <li>▪ Sector coordinator to follow up on the initiative with the MSNA Team and keep the sector member abreast on the next steps, and a possible meeting to finalize the information needs for the sector.</li> </ul>