



Meeting Location	UNHCR – Lea Building	Meeting Time	10:00 A.M
Chair person	Jean-Nicolas Beuze Acting Deputy Representative	Meeting Duration	2 hrs
Minutes Prepared by	Lara Techekirian -Inter-agency Coordination Associate		
Purpose of Meeting	<ol style="list-style-type: none"> 1. Assessment Approval Process 2. The World Bank socio economic study 3. IM shelter presentation 4. Concept on core groups & Prioritization of activities 5. AOB 		

Summary of discussions and action points

1.	Assessment Approval Process by Malcolm Johnstone- IM officer
	<ul style="list-style-type: none"> ▪ The Assessment WG discussed a new tool to enhance information sharing among agencies ▪ The Assessment registry is developed to record planned, on-going and completed assessments led by agencies involved in the humanitarian response ▪ The goal of the assessment is to facilitate the planning process of future assessments in order to improve coordinated activities and avoid duplication of information ▪ IM Assessment WG factsheet and Guidelines on how to use the assessment registry were distributed to participants.
2.	The World Bank socio- economic study by Rhonda Gossen- Senior Humanitarian/Development Advisor
	<ul style="list-style-type: none"> ▪ A concept note of the world bank study regarding Impact of Syrian conflict on neighboring countries was presented ▪ Aim of the study is to assess the socio-economic and living conditions of a representative sample of Syrian refugees in host communities and to put in place a comprehensive strategy to mitigate negative impacts in the immediate and longer term ▪ The preliminary results will be finalized in September and the initial study will be shared in December 2014.
3.	IM shelter presentation by James Leon-Dufour - IM officer
	<ul style="list-style-type: none"> ▪ A map was presented for analyzing coverage based on Activity Info and available data ▪ This tool will help to improve reporting and to strengthen coordination ▪ Discussion was made on how to use available data and to best help and support at the field level. ▪ Action point: Think collectively about what data are needed that way the IM tools can adapt to programming

4.	Concept on core groups & Prioritization of activities by Jean-Nicolas Beuze- Acting Deputy Representative
	<ul style="list-style-type: none"> Discussions were made to have only core group meeting in Beirut, this will increase presence of coordination in the field- There was no agreement to get rid of Beirut-level working group meetings; various objections were raised to this proposal. Noted by INGOs that there are issues with process of/criteria for selection of Core Group members and co-chairs in some sectors and locations (selection should be open, transparent, representative) Meetings were considered to be information sharing on the operational context or agency activities, and the development of common strategies Based on LHIF & IA surveys, improvement is needed on the quality of meetings: Meetings should be less information sharing and more strategic and emphasis should be on fields The involvement of the relevant other leads such as NGOs, UN agencies or Government counterpart must be ensured Partners were reminded to articulate prioritization of activities and funding requirements Planning for 2015 - new terminology is being suggested regarding regional response planning, it is referred to - the Regional Resilience and Response Plan (3RP)-better definition of the term resilience was requested in accordance with National plans. Action Point: Each Sector Working Group to come back by September with decision on how it will improve meeting content/streamline and include update on the core group composition.
5.	AOB
	<ul style="list-style-type: none"> Plans to conduct a nationwide Collective Site Management and Coordination are underway with UNHCR, DRC and NRC. A concept note on the same has been drafted. Trainers will be drawn from in-house resource persons that have attended training of trainers in coordination with Camp Management and coordination at the global level. Action point: Groups are encouraged to meet outside the Inter-Sectoral Meeting to communicate Action point: Capacity building and training, in coordination with field offices, are being planned

Attachments

Document	Location
Assessment Approval Process	http://data.unhcr.org/syrianrefugees/admin/download.php?id=6456
IM Shelter Presentation	http://data.unhcr.org/syrianrefugees/admin/download.php?id=6457