



Shelter Working Group Meeting Syrian Refugee Response in Jordan

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| Meeting Location | UNHCR Khalda Meeting Room | Meeting Date | 13 November 2014 |
| Chair Person | Mohamed Abdel-Al | Meeting Time | 14:00-14:50 |
| Minutes Prepared by | Matthew Richard | | |
| Purpose of Meeting | Shelter WG meeting | | |
| Next Meeting | December 2014, UNHCR Khalda office (every 3 weeks) | | |

1.) Summary of action points

| Item | Action point | Focal Point / Organization |
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| 1.) | Agency focal points of the Shelter WG should to meet again in the new year to discuss the budgeting and implementation of Shelter interventions. | Mohamed Abdel-Al, UNHCR |
| 2.) | Establish the first meeting of the PDM taskforce. | Saname Oftadeh, LWF |
| 3.) | Recirculate the Vulnerability Assessment Framework for the Shelter sector | Ru'a Alabweh, UNHCR |

2.) Attendees of the meeting

| Name | Organisation | Contact details |
|---------------------|----------------------------|--|
| Madlunitha Madhavan | ACTED | madlunitha.madhavan@acted.org |
| Beliza Espinoza | CARITAS | beliza.espinoza@caritas.de |
| Majd Abbassi | CARITAS | majdabbassi16@yahoo.com |
| Anne Burlat | French Red Cross | urban_jordan.frc@croix-rouge.fr |
| Marwaa Mubarak | HI | hi.access.officer.irbid@gmail.com |
| Tamador Abussoud | Islamic Relief | tamadour.soud@irj.org.jo |
| Nawar Hariri | JHAS | n.hariri@jhas-international.org |
| Naomi Downs | Medair | shelterpm-jor@medair.org |
| Stephen Rous | Medair | pc-jor@medair.org |
| Annika Hampson | NRC | annika.hampson@nrc.no |
| Basma Khorsheed | NRC | basma.khorsheed@nrc.no |
| Zaid Awamreh | PU-AMI | jor.engineer@pu-ami.org |
| Shaherah Khatatbeh | Qatar Red Crescent | grcs.jordan@gmail.com |
| Luisa Rueda | Spanish Cooperation Office | luisa.rueda@oecid-jordan.com |
| Mohamed Abdel-Al | UNHCR | abdelal@unhcr.org |
| Matthew Richard | UNHCR | richard@unhcr.org |
| Ru'a Al-Abweh | UNHCR | alabweh@unhcr.org |

3.) Minutes

| Item | Discussion |
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| JRP update | <p>Thanks expressed to all submissions that were made on time. The JRP will be launched in mid-December.</p> <p>The Ministry of Planning and Works and MoPIC met on Tuesday 11 November to discuss all entries. All were approved with some minor requests for further explanations.</p> <p>Projects will still need to be individually approved through MoPIC, the associated Line Ministry, and the JRP platform. A MoU will then be developed for every project between the implementing partners, the donors and the Government.</p> <p>Any planned activities not included in the JRP will not be approved by MoPIC.</p> <p>Question regarding increasing the number of beneficiaries; the number of beneficiaries targeted</p> |



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| | is not a problem however no modifications can be made to the project budget. |
| 3RP update | <p>Thanks expressed to all submissions that made were made on time into the Activity Info database.</p> <p>Concerns raised about the budgeting of some activities, especially the unit cost of shelter upgrading which varies considerably from the guidelines for Shelter interventions developed by the Shelter WG.</p> <p>These entries remain in Activity Info due to the restricted timeframe, however this will need to be discussed further and adjusted at the implementation stage. It is important that the Shelter WG standardise these activities and a meeting is proposed with agency focal points later in the year. Action point.</p> <p>Ru'a presented the 3RP infographic developed by the UNHCR Information Management team. It was highlighted that Shelter is the fourth largest appeal at US\$141,823,000. The infographic along with the budget figure is not final but is good indicator. The 3RP infographic will be shared when finalised later this month.</p> |
| Update on the Vulnerability Assessment Framework | <p>The VAF steering committee held a workshop last week to discuss sector specific vulnerabilities. For the Shelter sector this includes: 1) household composition, 2) shelter conditions, and 3) security of tenure, leases and evictions. The VAF criteria for Shelter will be recirculated to the Shelter WG for reference. Action point.</p> |
| Gender | <p>Matthew presented the gender dashboard and highlighted actions to move the Shelter sector from the 'red'. This will involve the development of a standardised gender sensitive post-distribution monitoring tool for the Shelter WG. Members were invited to participate in a taskforce for the development of the PDM. This taskforce will be led by Saname Oftadeh (LWF) as the gender focal point of the Shelter WG with support from Merrin Waterhouse (Gen-Cap Advisor to the IATF & HTC). The first meeting is suggested for next week - Action point. The taskforce will also involve a training on the gender marker. Taskforce participants include:</p> <ol style="list-style-type: none"> 1. Beliza Espinoza, Caritas 2. Tamadour Abussoud, IRW 3. Zaid Awamrh, PU-AMI 4. Majd Abbassi, Caritas 5. Ru'a Al-Abweh, UNHCR |
| Handicap International (HI) | <p>HI offers support to agencies who require Shelter accessibility assessments. HI also offer a training course on disability access to Shelters. It was noted that this would be particularly important for the upgrading of housing units, and the completion of unfinished buildings. Partners are encouraged to attend the training. Contact Marwaa Mubarak (hi.access.officer.irbid@gmail.com) for more information.</p> |
| AOB | <p>Steve Rous from Medair was introduced as the replacement for Naomi Downs who will leave Medair at the end of the month.</p> <p>Ru'a has requested for Shelter WG partners to send reports on Shelter activities for her to present at the UNHCR Shelter and Site Planning workshop in Geneva next week. Reports requested by Sunday morning.</p> <p>Matthew will be leaving Amman for Erbil for 2-3 months on mission.</p> |