



Meeting Location	UNHCR – Khater Building	Meeting Time	10:30 A.M
Chair person	Kerstin Karlstrom Senior Inter-Agency Coordinator	Meeting Duration	2.5 h
Minutes Prepared by	Lara Techekirian -Inter-agency Coordination Associate		
Purpose of Meeting	<ol style="list-style-type: none"> 1. Ministry of Environment Study (UNDP) 2. Basic Assistance Update 3. Activity Info SOP for 2015 4. WFP Update 5. AOB 		

Summary of discussions and action points

1.	Ministry of Environment Study (UNDP)
	<ul style="list-style-type: none"> ▪ In order to ensure that environmental considerations are integrated in Lebanon’s response to the stabilization of the impact of the Syrian conflict, the Ministry of Environment has conducted an environmental assessment of the impact of the Syrian conflict ▪ The assessment was funded by the European Union with technical support from the United Nations Development Programme ▪ It proposes both field and policy measures that could be integrated within the humanitarian response and within longer-term interventions ▪ The fragile state of Lebanon’s natural environment and its rapid deterioration given the dramatic increase in population and the nature of the crisis was highlighted ▪ The Lebanon Environmental Assessment of the Syrian Crisis and Priority Interventions is available online at : http://www.lb.undp.org/content/lebanon/en/home/library/environment_energy/lebanon-environmental-assessment-of-the-syrian-conflict ▪ A summary of fact sheets to be shared with the IS Group.
2.	Basic Assistance Update
	<ul style="list-style-type: none"> ▪ Sector Objectives: Enable most economically vulnerable to address critical priorities, Ensure access to basic goods/services are maintained, and Complement existing national social safety mechanisms ▪ Basic Assistance BA is defined as “requirements specific to individual households, defined and prioritized by members of those and additionally shaped by economic status and living conditions” ▪ Overview of 2015 Response was outlined ▪ Importance of mainstreaming Across Sectors was highlighted ▪ TORs of WGs and Core Groups are being drafted ▪ Roadshow are being planned to the field offices in order to discuss BA coordination structure ▪ Core Groups are defined ▪ More engagement with other Sectors is needed ▪ Communicate Sectoral Merging/Change at the field level <p>Action Point/Next Steps: More practical discussions on BA sectoral structure will follow in January 2015</p>



3.	Activity Info SOP for 2015
	<ul style="list-style-type: none"> ▪ The SoPs for Activity Info was shared with the sector lead/co-leads and field coordinators for their inputs ▪ Operationalizing and Managing Activity info: Roles and responsibilities of Organizations, Sector leads/co-leads, IM focal points and partners were highlighted ▪ The usefulness of Activity info was discussed (primary purpose/ multi-tasking of the tool) ▪ <u>Action Point/Next Steps:</u> ▪ Need to agree on common sector reporting approaches ▪ Include the type of info extracted for which purpose ▪ How to clarify the cross-sectoral reporting prospect ▪ Need to provide feedback on SoPs based on comments ▪ Guidance on Cross-sectoral Aspects ▪ Conduct visits to the fields- show the function of AI ▪ Endorse SoPs ▪ Share a summary on what specific sectors cannot do with AI and bring it in the next IS meeting ▪ Analyze the issue present it and suggest alternatives/ solutions ▪ Coordinators/IM meeting was requested ▪ AI Survey results to be shared with IS Group.
4.	WFP Update
	<ul style="list-style-type: none"> ▪ E-cards loaded, beneficiaries and merchants informed ▪ Partners presumed monitoring evaluation activities ▪ WFP/ Agencies/Core groups are discussing scenarios according to funding constraints ▪ 3 preliminary scenarios were overviewed ▪ Preliminary drafts to be shared with partners ▪ UNICEF requested to have bilateral discussions concerning how matrixes can reflect on stocks and supplies.
5.	AOB
	<ul style="list-style-type: none"> ▪ Partners were updated on protection recent developments re- restrictions at the borders being re-imposed at all border crossings ▪ Human smuggling trough unofficial crossings has been reported ▪ Next IS meeting to be co-shared by UNDP ▪ Refugee component to be extracted from the LCRP- need to communicate a “non-plan” document that highlights the refugee part of the plan (To be shared) ▪ The LCRP will be launched at the Grand Serail on Monday 15 December.

Document	Location
IS Presentation	http://data.unhcr.org/syrianrefugees/admin/download.php?id=7702