



SHELTER WORKING GROUP MEETING

Syrian Refugee Response in Jordan

Meeting Location	UNHCR Khalda Office EMOPS Meeting Room	Meeting Date	3rd February, 2016
Chair Person	Annika Hampson	Meeting Time	14:00-16:00
Minutes Prepared by	Rawan Baybars		
Purpose of Meeting	Shelter Working Group Monthly Meeting		
Next Meeting	7 th April, 2016		

Attendance			
No.	Name	Agency	Email
1	Haitham Alzuraiqi	Habitat	haithamzuraiqi@habitatjordan.org
2	Esraa Majd	Handicap	Inclusion.officer.region@gamil.com
3	Stefano Fino	INTERSOS	bn.jordan@intersos.org
4	Annika Hampson	NRC	annika.hampson@nrc.no
5	Tanja Koch	UCHA	kocht@un.org
6	Lindsey Jodoin	UNHCR	Jodoin@unhcr.org
7	Vincent Dupin	UNHCR	dupin@unhcr.org
8	Botros Hijazeen	IOCC	bhijazeen@ioccc.org
9	Simon Opolot	UNHCR	opolots@unhcr.org
10	Elena Guseva	UNHCR	guseva@unhcr.org
11	Olivia Cribb	UNHCR	Cribb@unhcr.org
12	Tareq Anfuqa	JHAS	scm@jordanhealthaid.org
13	Daniel Cabello	ICMC	cabello@icmc.net
14	Majd Rawahneh	UNHCR	ALRAWAHN@unhcr.org
15	Gorgui Niokhor Diouf	UNHCR	dioufg@unhcr.org
16	Alaa Haj Daoud	JHAS	a.alhaj@khas-international.org
17	Rawan Baybars	UNHCR	baybars@unhcr.org

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Nominate a focal point from each organization for Services Advisor by the end of April	All partners
2.	The Shelter strategy Task Force: to meet on 27/04/2016 at 08:30 in UNHCR's office, the Terrace meeting room.	IOCC, NRC, UNHCR, INTERSOS and Habitat for Humanity.
3.	Shelter Technical Review Committee: to meet on Monday the 9 th of May to review the JHF proposals	UNHCR, NRC, IOCC, Habitat for Humanity and Handicap

Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	10 min
Services Advisor Presentation	The Coordination and Information Management unit presented the Services Advisor to the Shelter WG. It was explained how services can be added to the database, and other information required like: location, availability of the service, address, telephone number, intake criteria, etc.	Gorgui and Majd (UNHCR)	15 min



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	<p>Partners were requested to nominate a focal point from each organization, where focal points would be invited to a training session and who would be responsible after that for coordinating with other operational partners and updating the services provided by their organizations.</p> <p>It was asked how service advisor is different than Activity Info, and it was clarified that; before, the two databases were linked together, but now, they were separated as the audience for the two databases is different.</p> <p>The information needed for Service Advisor needs to be updated only when there is a change in the service provided. While Activity Info is a reporting tool, where partners' activities are entered monthly.</p>		
Disabilities statistics	<p>IOCC, ICMC and INTERSOS had previously shared some statistics of their beneficiaries who have disabilities.</p> <p>The Shared information was compiled and presented to the present partners.</p>	Lindsay (UNHCR)	10 min
Work Plan 2016	<p>The Shelter Work Plan for 2016 was shared. Comments were provided by every agency on their updates, where they are and what are the challenges that they have been facing in implementing their projects:</p>	All Partners	15 min
UNHCR	<p>The focus for UNHCR at the time being is the situation in the Berm (Hadalat and Rugban).</p> <ul style="list-style-type: none"> - 20000 Refugees shall reallocated to Azraq camp. After pre-screening (security) they arrive to the reception area and the public area of Azraq then they are allocated to Village 5. What is called a "secured area" as it is fenced (based on SRAD request) until the hosted families have been fully security screened - The population of Azraq camp is expected to increase considerably compared to the past months/year, as it is planned to host the 20000 refugees in the Berm in Village 5 and Village 2. - New blocks of shelters are planned to be constructed in safe place to extend the capacity of the existing villages (V5 and V6). Also, there is a possibility to establish a new village (village 7) to absorb the increasing number of refugees if the extensions are not enough. 	Vincent (UNHCR)	
INTERSOS	<p>Since shelter projects were not funded, INTERSOS are planning to apply for the OCHA fund for their Cash for Rent Project.</p>	Stefano (INTERSOS)	
JHAS	<p>As there are no secured fund, JHAS are intending to apply for the OCHA fund.</p>	Ala'a (JHAS)	
IOCC	<p>The Cash for Rent project is under implementation with a target of 1000 households. The assistance is 140 JD/month for 3 months, covering the areas of Amman, Mafraq, Zarqa, Ma'an, Karak, Madaba and Irbid.</p>	Botros (IOCC)	



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ICMC	IOCC has recently gotten the MoPIC approvals for the Renovation project. The project will start in May and will target 100 shelters in Irbid, Amman, Mafraq and Zarqa.	Daniel (ICMC)	
	The Cash for Rent project is currently implemented in Mafraq, Irbid, Jerash, Ajloun, Madaba, Zarqa and Balqa. The project is funded up until August by BPRM and ERF OCHA.	Annika (NRC)	
NRC	ICMC are planning to apply for BPRM to secure funds till the end of the year and the beginning of 2017, and for JRF as well for their Cash for Rent project.		
	Two housing modalities: the renovation of sub-standard shelters and the additional housing units in unfinished buildings still ongoing from 2015.		
	NRC are planning to include Cash for Rent in their projects. New eligibility tree has been developed to assess the Syrian refugees, and depending on their shelter-vulnerability they will receive the relevant shelter response to meet their particular vulnerability.	(Haitham) Habitat for Humanity	20 min
	NRC are applying for the OCHA fund.		
Habitat for Humanity	Has not secured any funds yet for their shelter project. The plan is to have a cash for rent project as well as distribution of NFIs.		
VAF for Shelter	It was explained to partners that the VAF (Vulnerability Assessment Framework) was designed to be a prioritizing tool to assess who is the most vulnerable from the assessed population.	Olivia (UNHCR)	20 min
	The VAF was developed to cover all sectors.		
	The VAF was developed in a collaborative workshop where the Shelter WG was represented by UNHCR, NRC, PU-AMI and ICMC.	Annika (NRC)	
	The key areas where people can be vulnerable were discussed by the partners who were presented.		
	In terms of shelter, the following were considered related to shelter-vulnerability:		
	<ul style="list-style-type: none"> - The family composition if there is elderly people and children. - Security of tenancy: if there is a threat of eviction or unpaid rents. - Quality of the shelter; if it is substandard or not. 		
	How VAF works:		Olivia (UNHCR)
	A comprehensive questionnaire is used, and then the gathered data is entered on RAIS so the vulnerability score is calculated.		
	The present partners were encouraged to have a look on how the current modules are design (even though small number of partners are currently using the VAF)		



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	<p>And were requested to see if the current design is missing something, or if there is any revision needed for the eligibility criteria or the weights of the questions in the shelter section. The aim of the revision is to capture better information on the assessed population vulnerability.</p> <p>Some indicators need be confirmed as relevant indicators to the context in Jordan (since universal indicators are basically used) or whether they need to be removed from the sector tree.</p> <p>For instance, when the VAF was first designed the Cash for Rent project was not included.</p> <p>It was suggest that it would be worth worthy to look through the areas where there are intersections with basic needs, socio economic situation of the family and the protection concerns that may come along with that.</p> <p>The consequences that may cause the family to adapt negative coping strategies can affect the vulnerability of the assessed family.</p> <p>It was stated that the key object of shelter interventions is to mitigate negative coping strategies. And the findings from the analysis of one activity can be reflected on other projects as well.</p> <p>It was clarified that VAF partners can be either: Data user or data collector depending on the staffing and the size of the organization, capacity and the coverage area.</p> <p>The collected data is linked to RAIS: formerly RAIS was used for winterization, and Health services. However partners were encouraged to use RAIS for the Shelter sector.</p> <p>For non-VAF partners, cross checking process can be done with VAF partners and they can be provided with the severely vulnerable cases in certain areas.</p> <p>It was asked if the VAF can be applied for Jordanian vulnerable families, bit it was explained that VAF was designed to assess Syrian refugees only as is not relevant to the vulnerable Jordanian.</p> <p>After reviewing the 2016 Work Plan, many partners are planning to implement Cash for Rent project. Therefore, it will be the helpful to revise the average rents and go through the questions in VAF in order to capture the right information from the assessed targeted beneficiaries.</p> <p>At this point, it was stated that the modules used in the questionnaire need to be revised within the coming few weeks, without skewing the data should be.</p> <p>ICMC provided cash for winterization, put after the post distribution assessment was conducted, it turned out that many people used it for rents to avoid eviction.</p>	Daniel (ICMC)	
Revision of the Shelter Strategy 2016	After the Technical Guidelines have been updated and endorsed; IOCC, NRC, UNHCR, INTERSOS and Habitat for	Annika (NRC)	5 min



Meeting minutes			
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	<p>Humanity expressed their interest in being part of the Shelter Strategy Task Force.</p> <p>It was agreed to meet on 27th of April at 8.30 in UNHCR office</p>		
ERF Call for Proposals	<p>Since Shelter is one of the four prioritized sectors, many Shelter partners said that they are applying for the Jordan Humanitarian Fund (JHF).</p> <p>As part of the process, and after OCHA receives the proposals, the proposals will be sent back to the working group in the sector for technical review. Therefore, the SWG agreed to form a Technical review committee to review shelter partners' proposals.</p> <p>It was clarified that the partners cannot review their own proposals, but they will not be eliminated from the review committee as they will be requested to step out when their proposal is being reviewed.</p> <p>Shelter Review Committee will include: UNHCR, NRC, IOCC, Handicap International, ICMC, and Habitat for Humanity.</p> <p>The closing day for proposal is the 1st of May, and the review will take place in the first two weeks of May.</p> <p>A key issue was addressed, that this is an emergency project, and when the projects are received, the committee will have limited time to review it. Hence, the call for the meeting will be called in short notice.</p> <p>The sectors will receive the proposals by the 4th of May, and have time until the 12th to revise the proposals and provide feedback.</p> <p>It was agreed to meet on Monday the 9th of May to review the proposals.</p>	Annika (NRC) and Tanja (OCHA)	
AOB	<p>The GenCap Adviser from gender sector focal points network, explained the importance to address gender issues in all sectors and to have gender responsive projects.</p> <p>And in order to have a gender responsive projects, gender analysis needs to be conducted.</p> <p>Thus Gender Analysis Framework will be developed for Shelter and submitted to the sector chairs. Afterward, along with the Gender Focal Points, the framework will be implemented to ensure that shelter services are gender responsive.</p>	Simon (UNHCR and OCHA)	5 min
Next meeting will be on Thursday 5 th of May			