



Camp Management and Coordination (CMC) Meeting Minutes

UNHCR Base Camp,
Date 11/05/2015 - 14:00

Chair: Hovig Etyemezian, UNHCR



All new activities in the camp **MUST** be approved and coordinated with: (a) the government (b) camp management. Camp management will approve requests supported by the relevant sector and if they are cost effective, focused, constructive and have the greatest possible impact. All activities in the camp have an effect on overall security, so it is imperative to go through the correct procedures before commencing any activity in the camp. Any organisation that does not respect this condition will have their permission to operate in the camp revoked by camp management. Contact Hovig Etyemezian etyemezi@unhcr.org.

Date	Actions to be followed up	Who	By when	Done?
Emerging issue				
28/08/15	Partner staff taking part in the PDM exercise, as well as interested colleagues from other partners operating within the camp, are encouraged to get in touch and will attend the training.	REACH	Before Thursday 30 th July	<i>complete</i>
28/08/15	Partners are asked to share any events planned to celebrate World Youth Day with NRC (paul.fean@nrc.no)	NRC	11/08/15	<i>complete</i>
28/08/15	A standard training package for PWD for all actors is being developed by Age & Disability task force and partners are urged to get in touch to involve staff in the training.	Age & Disability Task Force	11/08/15	pending
28/08/15	Protection WG finalised the Safety Audit; presentation of outcomes and recommendations to follow in CMC meeting.	Protection WG	11/08/15	pending
28/08/15	Cash for Work guidelines to be circulates among partners.	Needs Based WG	11/08/15	<i>complete</i>
28/08/15	UNHCR health department together with UNICEF and WFP will seek final ORT approval from JFDA, whilst IRD current stock lasts.	UNHCR Health, WFP, UNICEF	11/08/15	<i>complete</i>
11/08/15	All partners in the camp are advised to direct refugees to UNHCR field unit or UNHCR service area should they wish to relocate their household within Zaatari camp.	All	on-going	
11/08/15	Education Working Group to share overview of Learning For All Campaign with Camp Management for review.	Education Working Group	17/08/15	Pending
11/08/15	All CfW opportunities provided by agencies in Za'atari camp to be recorded and updated in the UNHCR RAIS module. CfW list to be shared with khrino@unhcr.org	Needs Based WG	30/08/15	Pending
Camp Management				
For all health care related issues.		Brendan Dineen, Public Health Officer, dineen@unhcr.org , 0796833178		
For all protection related issues.		Sophie Etzold, Associate Protection Officer, etzold@unhcr.org , 0798956785		
For all community services related issues.		Irene Omondi, Community Services Officer, omondii@unhcr.org , 0796324611		
For all security related issues. Incident reports should be completed for all incidents and be shared with the Field Security Advisor.		Ala Almadani, Field Safety Advisor, almadani@unhcr.org , 0795751076		
For all site planning issues.		Mohamed Jertila, Associate Site Planner, jertila@unchr.org , 0796845092		
For all registration issues.		Noor Khrino, Senior Registration Associate, khrino@unhcr.org , 0790067563		
For all issues related to the electricity network.		Yanal Madanat, Electrical Engineer Associate,		

	almadana@unhcr.org , 0797056990
For all NFI distribution activities. All agencies planning to distribute NFIs must secure joint prior approval from SRAD and UNHCR. All assessments need to be coordinated via the Needs Based Working Group.	Johnson Opoka, Associate Field Officer, opoka@unhcr.org , 0796769872 Adem Shaqiri – Field Officer shaqiri@unhcr.org , 079 015 8114
For all issues related to diplomatic missions, the media, private donations, research and new projects proposals.	Gavin David White, External Relations Officer, white@unhcr.org , 0798175813

A. General Announcements:

- UNICEF conducted a presentation concerning education in Zaatari.
- Electricity remains a challenge with high consumption. July bill 390,000 USD, above the 250,000 USD limit. Electricity has been cut for four days with reduced hours of 8pm – 2am. Meeting with refugees took place on 10-08-15 to discuss the issue and the role of the shops in high consumption. Discussions have begun to expand the use of solar panels and fuel for generators will be facilitated to allow shop owners to continue to operate. A further review of consumption will take place at the end of August. Follow up meeting with imams to be scheduled to discuss their role in information dissemination around this issue.

B. Security:

- *28 July, Zaatari Camp D5*, at 1740hrs a fire erupted in a caravan due to gas leaking. No injuries. Civil defense responded;
- *31 July, Zaatari Camp*, at 14:30, a fire erupted in two caravans that are being used as cosmetic shops; two refugees were transferred to JHAS clinic due to suffocation were they treated and left. Reason is unknown.
- *1 August, District 12 St. 10*, at 18:30 a fire erupted in a caravan due to gas leak. The caravan owner received minor burns and rescued to Moroccan hospital.
- *2 August, District 6*, at 14:20 a fire erupted in a caravan due to Gas leak. Two refugees were injured and evacuated to Moroccan Hospital.
- *3 August, District 7*, at 11:30hrs refugees gathered in front of borehole #3 to fill water and prevented water trucks from entering the borehole. SRAD informed and responded accordingly.
- *09 August, Zaatari Camp D5, St19*, at 1600hrs a fire erupted in a Tent due to gas leaking. No injuries. Civil defense responded.
- *11-August, Zaatari Camp Gate*, at 08:40hrs. One of the NGO rented bus involved in a minor accident on their way to Za'atari camp. No injuries reported. Only minor damage for both involved vehicles.

C. WASH:

WATER SUPPLY

- Borehole 2 is down due to mechanical problem since last Thursday. We are working with the contractor to fix it. It will take at least one week to get the borehole back to operation. The water supply is stable so far compensating borehole 2 quantities from the external boreholes. Water network Phase one is in progress and still expected to be completed by end of September 2015. Pipeline works of phase is expected to commence next week. This has trench excavations and needs safety attentions form all partners.

SANITATION

- UNICEF is working with the disludging contractor to cover all operational issues. Increase of the complaints over the past two week is one the issues which UNICEF is working on. Significant improvements have been done on the disludging operation which reduced the number of daily complaints. Contracting for supply and installation of tanks for the wastewater network is complete.

HYGIENE PROMOTION

- Routine hygiene promotion and community mobilizations activities are ongoing in all the districts, by the district focal implementing partners
- Vector control (rat) exercise to take place this month.

D. Health:

- Response to dust storm. A number of respiratory incidents occurred, over 200 patients treated in the Moroccan Hospital and JHAS. No referrals outside of the Camp were required.
- Two scorpion bit incidents took place.
- Oral rehydration salt supply has been resolved following approval from the Ministry of Health.
- Incidents of moderate and acute malnutrition. One identified cause is diarrhea. Causal analysis currently being undertaken, with a lens to household practices. Community outreach being undertaken under the leadership of Save the Children, including the promotion of breast feeding.
- Health practitioner training currently on-going.

F. Food:

- Full food assistance levels have been assured through to November 2015, comprising of 20 JOD pp, plus bread.

G. Protection

- Average of 60 returns per day. The total population of the Camp is expected to drop below 80,000 shortly.
- There have been an increase number of refugees asking for their documents to be returned, following their confiscation upon arrival. Refugees have reported their desire to travel to Turkey for work.
- A first round of 32 UNHCR protection team community volunteers (PTVs) were selected through a comprehensive selection and interview process, who took part in a two-day training in protection principles, IRL, Child Protection and SGBV to support the practical implementation of the roles and responsibilities of volunteers in the field. Recruitment of additional PT Volunteers is on-going within districts; with more training and shadowing to be scheduled for the recruited volunteers.
- The services provided by the Sharia Court will expand in the Camp through establishing an office for reconciliation of family issues; its main focus is to reduce divorce rates; which have been on the increase, and resolving family disputes.
- Civil Registry

Total # of Birth Certificate application submitted to Civil Registry	52 (23 M/ 29 F)
Total # of Death Certificate application submitted to Civil Registry	1-M
Total # of handed over birth certificate	44 (19 M/25 F)
Total # of Document request:	22
Total # of Referred cases to ARDD legal aid:	32
Total # of Birth certificate received from civil registry:	0
Total # of Rejected cases due to lack of Syrian documents:	3
Total # of Birth Certificate handed over to registration team to be added on ProGres	86
Total # of re-issuing corrected birth notification based on Prove of lineage issued by the Judge	0
Cumulative Total # of birth certificates -2015	1377
Cumulative total # since the beginning of the civil registry :	3789

- Religious Court: 256 different cases were processed in the court as indicated in the table below:

Legal issue	Total # of beneficiaries
Marriage contract	75
Marriage approval/ratification	9
Absence of marriage impediment	68
Single status declaration	52
Transfer of legal guardianship	19
Divorce issuance	10
Custody issuance	3

H. Community Services:

Education

- Interviewing and finalizing the selection of DAFI fresh Tawjihi students for the academic year 2015/2016. Higher education coordination meeting on Thursday this week in Amman (Tala Abu Ghazal University)

Community based protection

- Discussion on the complaint mechanism process of for the camp is underway. All organizations are requested to share the PSEA focal point with Irene (omondii@unchr.org). To enhance the community feedback proposed system and evaluation on current system, discussion with refugees to get feedback on current systems will be done. Individual contact will be done for organization that are not part of protection working to ensure inclusion of complaints process for respective sectors

Age & Disability task force

- Workshop on disability with all disability partners. This meeting was set to discuss technical response covering the country. Kullona II inclusion event lessons learned in progress. And preparing for the September Kullona III event of this 2015 year.

Community Gatherings

- Merger of district meetings and community gatherings has taken place. The new structure is being rolled up during August onwards, which will expand the number of community gatherings taking place within the Camp.
ACTION POINT: The final calendar to be shared ahead of the next CMC, together with defined topics.

I. Education:

- UNICEF is working closely with the MoE to increase their capacity to take over a number of functions currently lead by UNICEF. Work is currently underway to expand schools to ease congestion in classrooms, with three new schools coming on-line for the start of the new school year. 21,700 schools being targeted across nine.
- Registration is on-going for the new school year.
- Learning for all campaign to begin next week.
 - ACTION POINT: Working Group to share overview of campaign with Camp Management.

J. Youth Taskforce

- International Youth Day (12 August). The YTF compiled a list of events being held to mark International Youth Day in Zaatari:

Organization	Activity	Date & Time	Venue
IMC	Theater plays	10:00 to 14:00	MAKANI D.10, D.12
IMC	Planting	10:00 to 14:00	MAKANI D.10, D.6, D.4
IMC and MC	Painting outside the caravans	10.00 to 14:00	In districts 7 and 8
IMC hosting ACTED	Football tournament	9:00 to 12:00	MAKANI D.10 ring road and D.12
Finn Church Aid	Circus performance	15:15	FCA's compound in district 4
IRD	Vox Humana Singing Choir (Music Activity)	8:00Am-2:00PM	IRD district (2) Center
MC	Social responsibility day	Open	D.1
ACTED	Talent show	2-4	ACTED centre District 10
NRC	Activities for NRC students	10am-12pm	NRC Youth, District 10
SCI	Conducting youth debate sessions to discuss the main youth concerns and how to develop their resilience skills.	TBC	Za'atri Camp D4,D8 for girls D7,D10 for boys
SCI	Sport practices and activities/ Male Handcraft activities/ Female	TBC	Za'atri Camp D4,D8 for girls D7,D10 for boys

- *Mid-year YTF Action Plan Review Workshop:* YTF agreed to hold a workshop for the mid-year review of the 2015 YTF Action Plan, expected to take place in early September. Planning committee formed by NRC, UNFPA, ACTED and IRD to prepare an outline of the workshop for consultation. Participants to include YTF members, selected youth volunteers, and representatives of relevant WGs (including CP, SGBV, Age and Disability, Community Gatherings, Education).
- *YTF Factsheet:* YTF members developed a collaborative plan for the second issue of the YTF Factsheet, due in September. The YTF Factsheet is to be shared with youth agencies and visitors, to support advocacy and present a positive image of Zaatari youth. Ideas for the factsheet include: International Youth Day activities, bicycle safety training, youth with disabilities, tawjihi results and youth participants in the Global Youth Forum.

ACTION POINT: to be shared with all partners.

- *Youth Assessment in Azraq, EJC and Zaatari*: NRC presented a concept note for a youth assessment in the three camps, which has been discussed with UNICEF. The assessment would be mainly qualitative to complement survey reports, and include a desk study to build on recent studies on youth. The concept note is currently being reviewed by Protection and Education sectors.

K. Needs Based Working Group:

- Hygiene vouchers distribution was finished last Thursday, 2 2JD (4 JD in total) vouchers were distributed for each eligible family inside the camp; Beneficiaries can redeem the vouchers from the supermarket. The Vouchers distribution was funded by UNHCR.
- Sanitary Napkins and Soap bars distribution started today for family size 8 and will decrease gradually to reach family size 1, the distribution expected to finish on 24th of August.
- The next planned distribution cycle will be Baby diapers.
- Cash for Work guidelines endorsed. *ACTION POINT*: Partners are now encouraged to engage on the basis of the newly defined parameters.

L. Site planning

- Restructure is complete now in district 8, and up to block 19 in district 7 including providing extra shelter for hh when needed, relocating hh to open access service roads and roll out of an address to each hh linked to UNHCR registration file number. The address number is printed on top corners of prefabricated housing units in the following format in Arabic format; D08.B24.H 02. Street names are being written on caravans facing the street
- This exercise is targeting all camp districts in the following order 7, 9, 6,1,2,12,3,4,5,10 and 11.
- NRC and REACH are supporting the relocation project.
- All partners in the camp are advised to direct refugees to UNHCR field unit or UNHCR service area should they wish to relocate their household within Zaatari camp.
- *ACTION POINT*: District 8 Pilot mapping to be shared with all partners.

M. External relations

- Official missions: *30 July*, Lt Gen Romeo Dallaire – *4 August*, Sadaqa for Syria – *10 August*, Australian Assistant Secretary, Refugee and Humanitarian Programme.
- Installation of information display boards, together with laminated poster version of the Zaatari Service Booklet are being installed within selected mosques, community centres and supermarkets across the camp will take place over the next two weeks.
- The distribution of the Zaatari Camp Service Booklet has begun in coordination with WFP via mobile information booths, and the support of IRD and SCJ.

O. AOB

The next CMC will be on 25 August in Zaatari Base Camp, Conference Room 1, at 14:00.