



South East Turkey_ISWG Meeting Minutes
29 November 2016, 13:30 – 15:30 Hrs, UNHCR - Gaziantep

Chair: Elena Del Fabbro – Inter-Agency Coordinator (UNHCR).

Participants: Christine Goyer, ad interim National Snr. Inter-Agency Coordinator (UNHCR); Terra MacKinnon / Protection WG Coord. (UNHCR); Bora Ozbek/ SGBV-SWG Co-coord. (UNFPA); (UNHCR); Arda Kuran/ CP-SWG Co-coord.(UNICEF); Abdullah Modhesh/ Education WG Co-coord. (UNICEF); Vanessa Bonsignore/ CBI-TWG & Food Security WG Coord.(WFP); Chloe Day/ CBI-TWG Technical Advisor (Care International); Craig Hampton/Health WG Coord. (WHO) ; Dr. Manuel De Lara, MHPSS SWG Coord. (WHO); Lauren Panetta/IM-WG (UNHCR); Levent Eksi/IM-WG (UNHCR).

Observers: Tracey Buckenmeyer/UNHCR Head of Office (HoO); Sara Bergamaschi/UNHCR Reporting Officer; Dina Morad/WFP National BNs Coordinator; Robert Samupindi, WFP IMO.

Agenda	Discussion	Action Points
Welcome and Introductions	<ul style="list-style-type: none"> The SE Turkey Inter-Sector Working Group Coordinator (Elena Del Fabbro) introduced Ms. Christine Goyer, National Inter-Agency Protection Coordinator and acting ad interim Sr. Inter-Agency coordinator. Agenda and action points have been reviewed and endorsed. Summary of action points' sheet has been reviewed. The sheet is on the ISWG Drop-box folder and everyone can access it. 	
Endorse Previous Meeting Minutes and Review Action points.	<ul style="list-style-type: none"> Meeting Minutes endorsed. Action Points reviewed. All action points completed. Pending action point: PRT WG to present at the next ISWG deliverables for the CCTF and Sectors to include and provide sector specific deliverables. Action pending due to competing priorities. Group Agreed the item will be post-pone to the next ISWG meeting. 	<p>PRT Presentation on CCTF deliverables to be post-pone at next ISWG.</p> <p>Timeline: 09 Jan. 2016</p>

<p>Update on Inter-Agency Coordination Structures and Way Forwards</p>	<ul style="list-style-type: none"> • The ad interim Snr. Inter-agency Coordinator, Ms. Christine Goyer (GOYER@unhcr.org) provided a brief update on the Inter-Agency coordination. The group was informed that an ad-hoc Syria Task Force meeting took place on Thursday, November 24 to review existing and proposed coordination structure, including those for the South-East. The outcomes have been shared with the Syria Response Group (SRG) – Highest Principal’s Level Coordination body– for further discussion and review. Upon final endorsement the Inter-Agency Coordination Structure will be circulated widely together with a briefing kit package. The revised structure will most likely include the constitution and strengthening of National Level sectors, the establishment of ESSN-TFs under the Basic Needs Sector in GZT, Ankara and Izmir co-led by WFP and TRC, the strengthening of an IM-WG as well as the expansion of the current CBI-TWG from a sub-national technical group, to a country-wide, national one. • At the South-East Gaziantep Level the structure will most likely remain unchanged with the only addition of the ESSN TF and the expansion of the CBI-TWG from a sub-national to a national technical body. It is proposed that the ISWG will continue to be a technical working group with membership closed to sector coordinators, co-coordinators and technical advisors only, and that a “South East Inter-Agency Coordination Task Force” (i.e. IACG) will continue as the regional’s level strategic body reporting to the STF in Ankara. Head of agencies, selected NGOs and donors would continue to be the members of “South-East Inter-Agency Coordination Task-Force”. • Regarding donor’s participation at the working group level, it was suggested their participation is only limited to a topical basis, and as observer. It was noted that minutes of the working groups could be shared with donors’. • The involvement of NGOs as Technical Advisor was also endorsed by the STF. The need for an NGOs Technical Advisor should be based on the workinggroup decision and depending on the group’s needs. A note outlining NGOs Technical Advisor’s roles and responsibilities had also been drafted. The note could be used as a reference by the different groups and be adapted to their specific needs. 	<p>Upon endorsement, IA Coordinator to circulate the IA coordination structure and briefing kit. Timeline: Upon final endorsement.</p> <p>IA Coordinator to share draft NGO’s technical advisor’s roles and responsibilities reference note. Timeline: ASAP.</p>
<p>Confirm ISWG’s priority areas and agree on action-plan next steps</p>	<ul style="list-style-type: none"> • Following the preliminary work-plan session held on November 10th, the ISWG reviewed and agreed on the operational, cross-cutting priorities for the South-East. With a focus on the urban strategy, outreach and the urban caseload these include: <ul style="list-style-type: none"> ➤ Access to registration; ➤ Access to adequate information (including two-ways communication and Accountability to 	

	<p>Affected Populations - APP)</p> <ul style="list-style-type: none"> ➤ Increased socio-economic opportunities (reduce negative coping mechanisms) ➤ Clear understanding of the regulatory framework (both for service providers and refugees) ➤ Caseload targeting (needs-based to include and strengthen access to non-Syrian refugees and asylum-seekers) ➤ Social-cohesion interventions <ul style="list-style-type: none"> • The group agreed to hold a one day operational planning session on Monday January 9th. The aim of the session is to develop a joint-operational action plan based on the agreed priorities. It was suggested south-east sector operational strategies are developed after the cross-cutting session, to ensure coherency and consistency across the different operational areas while also ensuring alignment with the national sector strategies. • The group briefly reviewed the inter-agency organizational priorities and agreed to include learning and sharing best practices component. The group agreed the Inter-Agency Organizational Priorities will form the basis for the development of the ISWG work-plan. The inter-sector coordinator agreed to draft the tool and share the template with the group members. The tool will be revised at the planning session on Jan. 9th including timeline agreement for deliverable and related responsible actors. • The group agreed the planning session on Monday January 9th will replace the January monthly ISWG meeting. 	<p>ISWG to hold a one-day operational planning session to develop a joint operational plan and finalise the work-plan. Timeline: Monday, Jan. 9th.</p> <p>IA Coordinator to draft and disseminate preliminary work-plan for group review and preparation ahead of the operational planning session. Timeline: Wednesday, Jan. 4th.</p>
Agree on sector coordination monitoring performance and timeline	<ul style="list-style-type: none"> • During the work-planning session, some of the sectors highlighted the need to roll-out a Coordination Performance Monitoring (CPM) before the hand of the year. The aim of the CPM is to assess the different sectors (including the ISWG) against their sector performance, thus enabling the sectors to establish a baseline for monitoring coordination performance, identify bottlenecks in coordination and also inform coordination capacity building needs. The group agreed to roll-out the CPM before the end of the year. The IA Coordinator agreed to draft the CPM tool, share it with sector coordinators for review and collaborate with the IM-WG to develop the survey and timeline for its roll-out. 	<p>Food Security/CBI-TWG Co-coordinator to share with IA Coordinator sample CMP survey. Timeline: ASAP.</p> <p>IA Coordinator to share the draft CPM tool with sector coordinators: Monday, Dec. 05</p> <p>Sector coordinators to provide their feedback and</p>

		<div>inputs and confirm timeline: Thursday, Dec. 08</div> <div>CPM tool to be rolled-out across all sectors: before the end of the year (date TBD)</div>																				
<div>Identify gaps in cash assistance and agree on a joint-plan:</div>	<div><ul style="list-style-type: none">Part of the cross-cutting operational priorities the group highlighted the priority need to ensure immediate gaps in cash assistance are filled both to meet basic assistance and immediate, critical protection needs. Amongst others this also includes cash-based interventions to fill immediate, short-term assistance gaps during the roll-out of the ESSN.</div> <table><tr><td></td><td>Not able to apply to ESSN</td><td>Not eligible against ESSN criteria</td><td>Supported through ESSN</td></tr><tr><td>Able to meet basic needs & not at risk</td><td></td><td></td><td></td></tr><tr><td>Not able to meet basic needs</td><td></td><td></td><td></td></tr><tr><td>Protection concerns /at risk</td><td></td><td></td><td></td></tr><tr><td>Not able to meet basic needs & at risk</td><td></td><td></td><td></td></tr></table>		Not able to apply to ESSN	Not eligible against ESSN criteria	Supported through ESSN	Able to meet basic needs & not at risk				Not able to meet basic needs				Protection concerns /at risk				Not able to meet basic needs & at risk				<div>IA Coordinator to disseminate amongst sector coordinators CM TF draft note (not for further distribution). Timeline: ASAP</div> <div>PRT WG/CBI-TWG/BN coordinator to meet and develop on joint-action plan, timeline and next steps. Timeline: Wed, Dec. 30 @ 11H30</div>
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	<div data-bbox="600 108 1657 466" data-label="Diagram"> </div> <ul style="list-style-type: none"> Following a request from ECHO in relation to the SNF, the Case Management TF already drafted a note to refine the target group for cash-based protection interventions sharpening the focus on protection for acute, temporary protection needs. To complement these efforts Basic Needs agencies working in the also agree on the need to identify other forms of cash-based support that can meet the needs of those who will not be immediately able to access the ESSN. Given the tight timeline, the limited availability of funds and the need for an immediate response the PRT WG, CBI-TWG, BN coordinators and representative from the ESSN agreed to meet and develop a coordinated, join-action plan. Amongst others this also includes a profile analysis on the caseload in need, the identification of feasible alternative cash-based interventions and resource mobilizations. The group noted and agreed that once established the ESSN TF will play a key role in promoting and supporting a longer-term solution to meet basic assistance needs, including through a more detailed analysis on the access to the ESSN, including barriers. 	
<p>Brief on changes in Legislations and agree on feedback mechanisms and dissemination next steps</p>	<ul style="list-style-type: none"> The Protection WG Coordinator provided a brief update on the changes in legislations and handed over to the group a two-pager legislative review note. The note includes changes related to: <ul style="list-style-type: none"> ➤ New category for “foreigners against whom a deportation order can be issues”; ➤ A constitutional Court Decision reflecting the above amendments by the Constitutional court; ➤ The Constitutional Court assessed interim measures in three similar deportation cases; ➤ The entry into force of the bilateral readmission agreement with Pakistan; and, ➤ The regulation on Private Care center for Disabled persons. It was agreed the note can be further disseminated across sector members. The group agreed the 	<p>Sectors to disseminate note amongst their working group member. Timeline: ASAP</p> <p>PRT WG coordinator to draft and a basic guidance/tool to be used as feedback mechanisms. Timeline: Beginning of</p>

	PRT WG will create a feedback mechanism to be used by all sectors and agencies for reporting instances in which the law is not appropriated implemented.	January.
Information-Management Working Group: Update on the 4Ws status and timeline	<ul style="list-style-type: none"> The IM-WG finalized the SE 4Ws inclusive of all sector activities and sub-activities. The 4Ws matrix has been shared to all sector coordinators for their further dissemination with their sector working group members. Timeline reads as follows: <ul style="list-style-type: none"> ➤ By Friday, 9 December 2016, sector partners to submit completed 4W matrix with the activities per province to sector IM focal points. ➤ By Friday, 16 December 2016, sector IM focal points to share cleaned data with Levent. ➤ By Tuesday, 20 December 2016, Levent share first IM products of the ISWG The group agreed that agencies can fill in and submit one 4Ws matrix only, provided this includes all their activities and sub-activities divided by sector. If agencies opt to submit one 4Ws matrix only, then this should be sent to Leven Eski (ESKI@unhcr.org) will all relevant sector coordinators and IM focal points in copy. 	All sector coordinators to remind working group members to submit their 4Ws by December. 9th and inform them on modalities. Timeline: ASAP.
AOB Provision and modalities of assistance to unregistered caseload December WG calendar – Send inputs to Sara Holiday's get together	<ul style="list-style-type: none"> Group members sought clarification on the provision and modalities of assistance to unregistered caseload. The group agreed to raise this at the national level, including the STF. Weekly calendar ready for dissemination and available on the SE-ISWG. Sectors can use the calendar on the drop-box to amend changes and disseminate to their respective working group members. Group agreed on a Holiday's Get together on Friday, December 9. Chloe to suggest venue. 	National IA Protection Sector Coordinator to raise issue at the next STF and provide feedbacks/Guidance. Timeline: After STF (Mid-December).

Next ISWG: Monday, January 09, 2017. The monthly meeting will be replaced by an all-day operational planning session