



## SHELTER WORKING GROUP MEETING

### Syrian Refugee Response in Jordan

<b>Meeting Location</b>	UNHCR Khalda Office Executive Meeting Room # 208	<b>Meeting Date</b>	9th March, 2017
<b>Chair Person</b>	Elias Jourdi	<b>Meeting Time</b>	14:00 -16:00
<b>Minutes Prepared by</b>	Maysa Saeidi		
<b>Purpose of Meeting</b>	Shelter Working Group Monthly Meeting		
<b>Next Meeting</b>	6th April 2017 at UNHCR -Executive Meeting Room #208 at 13:00		

Attendance			
No.	Name	Agency	Email
1	Esraa Majd	HI	inclusion.region@hi-emergency.org
2	Omar Al Sharabati	IOCC	oalsharabati@iocc.org
3	Luca Sangali	INTERSOS	pm.irbid.jordan@intersos.org pm.jordan@intersos.org
4	Reihaneh Mozaffari	French Red Cross	Urbanpc-jordan.frc@croix-rouge.fr
5	Annette Nupuet	ICMC	nuguet@icmc.net
6	Elias Jourdi	NRC	elias.jourdi@nrc.no
7	Vincent Dupin	UNHCR	dupin@unhcr.org
8	Yukiko Koyama	UNHCR	koyama@unhcr.org
9	Elena Guseva	UNHCR	guseva@unhcr.org
10	Maysa Saeidi	UNHCR	saeidi@unhcr.org

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	To share the JHF priorities when received from OCHA.	Maysa (UNHCR)
2.	To circulate the Financial Tracking System training session invitation	Maysa (UNHCR)
3.	To share the dashboard link with partners for inputs/ ideas.	All partners
4.	To share the 2016 progress report indicators with partners for review and finalise 2017 progress indicators.	All partners
5.	To share the Service Advisor taxonomy of activities with Sector Coordinators for feedback.	All partners
6.	To share the SGFPN Sector Gender Focal Points Networking Working ToR	Maysa (UNHCR)
7.	To replace Rula to act as a focal point for SGFPN FOR Shelter Sector.	Elias (NRC)
8.	To present the gaps identified through the Gender consultation analysis done and made by the focus groups at the camps, next meeting in April -if it's ready-	Esraa (HI)
9.	To share the "Housing Renovation Upgrading" presentation and case study documents for the shelter activity of FRC.	Elias (NRC)
10.	To share the Shelter vulnerability – governorate level (VAF scores).	Reihaneh (FRC)



Meeting minutes			
Item	Discussion	Focal point/ Organisation	Time
Introduction	Round table introduction from all partners present.	All present partners	2 min
ISWG Updates & JHF Priorities update	<p><b>JHF Priorities:</b></p> <p>Last meeting, OCHA made a presentation on the next call for the proposals for the Jordan Humanitarian Fund and explained the nature of the fund.</p> <p>In February, refugee sector working groups have recommended two to three interventions for their respective sectors.</p> <p>Shelter sectors priorities are Emergency cash for rent interventions and addressing eviction threats and referrals, in all governorates.</p> <p>Yukiko (Inter-Agency Coordination Unit Head) attended OCHA advisory board members meeting, yesterday 8 Mar.</p> <p>OCHA fund is small 400,000USD for six months, the reason why Shelter sector main priority is cash transfer, whether cash for rent or multiple cash.</p> <p>At Shelter Sector, we couldn't be able to identify specific location within this priority.</p> <p>Next JHF call, Shelter Sector needs to focus on one particular group taking into consideration some sort of analysis for the sector gaps, by identifying the target group rather than all governorates.</p> <p>Advisory board discussions will be shared with the group.</p> <p><b>Information Management Updates:</b></p> <ul style="list-style-type: none"> <li> <b>Financial tracking system FTS</b>                      It indicates the total fund requested and received for implemented partners for each sector.                      For the first quarter of 2017, ActivityInfo will be used to conduct the FTS. The training session is scheduled on 21-22 March by the Information Management Team. (Invitations will be sent in mid-March). The training targeting the financial focal points from all partners.                 </li> <li> <b>Sector Dashboard</b>                      The dashboard is a data visualization tool that display the current situation for the sector including the important data that sector would like to share monthly. It shows all agencies and individually per agency.                      Shows which area more funded than others, and what kind of activity is funded well and which is underfunded.                      Progress report indicators should be reviewed by the sector coordinators and partners.                      Dash board link is:  <a href="http://scs.raisunhcr.org/dashboards/Shelter.aspx">http://scs.raisunhcr.org/dashboards/Shelter.aspx</a> </li> <li> <b>Progress Report</b>                      2016 Progress report indicators were presented with partners. 2016 indicators will be shared with coordinators and partners for review to                 </li> </ul>	<p>Yukiko (UNHCR)&amp; Elias (NRC)</p> <p>Maysa, Elena &amp; Yukiko (UNHCR)</p>	40 min



Meeting minutes			
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	<p>develop/finalize 2017 progress report indicators, identifying the targets correctly.</p> <ul style="list-style-type: none"> <li>• <b>Services Advisor</b> <a href="http://jordan.servicesadvisor.org">http://jordan.servicesadvisor.org</a></li> </ul> <p>It is simple web app for Refugees, service providers and refugee sector coordination/working group, which provides up to date information about local availability of humanitarian services and referral services.</p> <p>The Information Management Team will share the taxonomy of activities with Sector Coordinators for feedback, before conducting a training sessions.</p> <p><b><u>SGFPN Sector Gender Focal Points Networking Working Group: 40</u></b>                      Esraa Majd (Handicap International), is supporting GSFPN from Shelter Sector. And lately she`s working on the Gender analysis for the sector.</p> <p>Rula from NRC working in Zaatari. It was requested if it`s possible either to dedicate her to attend the monthly regular meeting or to assign someone else from the group.</p> <p>It was requested from partners to assign someone to volunteer to act as a focal point on behalf of the Shelter sector.</p> <p>ToR will be shared with the group.</p> <p>Next meeting, Esraa to present the gaps identified through the Gender consultation analysis done and made by the focus groups at the camps.</p>	Yukiko (UNHCR), Elias (NRC) & Esraa (HI)	
<b>Actors` mapping based on the activity info Planning database</b>	<p>Overview table was shared with the present partners.</p> <p>It an overview per governorate about the activities which will be applied in 2017 from the inter-agency appeal. It indicates # of agencies, # of benefit, # POC (people of concern), in addition to a few data from the VAF data; % of housing conditions, %security of tenure, % of substandard, % of debt per capita and the % coverage.</p> <p>The document is divided into four tables:  <u>First table</u>: The least covered to the most covered.  <u>Second table</u>: Worst housing conditions to better housing conditions.  <u>Third table</u>: Standards and substandard housing.  <u>Fourth table</u>: Debt per capita.</p> <p>These data is based on the ActivityInfo planning database.                      Document will be shared with the group.</p>	Elias (NRC)	15 min



Meeting minutes			
Item	Discussion	Focal point/ Organisation	Time
<b>Housing Renovation Upgrading Presentation</b>	<p>A presentation about the “housing renovation upgrading” project has been shared with the present partners of the WASH working group. The project location is Bader District, Amman.</p> <p>Project targets: Upgrading of 225 houses (approx. 800 JOD average budget per house).</p> <ul style="list-style-type: none"> <li>• Distribution of 60 winter insulation kits (value of approx. 150 JOD per kit) to vulnerable Syrian households where housing upgrading was deemed impossible due to owners’ non-cooperation at the vulnerability assessment stage.</li> </ul> <p>Project Results: Monitoring and evaluation was done by the FRC/JRCS team for each house one to two weeks following the renovation completion. An evaluation questionnaire was developed to rate the satisfaction of beneficiaries with the renovation process and results, focusing mainly on:</p> <ul style="list-style-type: none"> <li>• Beneficiary satisfaction with the renovation in general and in consideration of their priorities,</li> <li>• Beneficiary satisfaction with the contractor team specially in regards to the length of the renovation work and their workmanship,</li> <li>• If they have experienced a noticeable change after the renovation.</li> </ul> <p>The project closure event will be next Tuesday 14 Mar.</p> <p>For more info please contact: Reihaneh Mozaffari French Red Cross <a href="mailto:Urbanpc-jordan.frc@croix-rouge.fr">Urbanpc-jordan.frc@croix-rouge.fr</a></p>	Reihaneh (FRC)	45 min
<b>2017 Work Plan</b>	Partners provided their feedback. Final work plan will be shared next meeting.	Elias (NRC)	2 min
AOB	It was agreed to conduct the meeting earlier, and have it again from 13:00 – 15:00, instead of 14:00-16:00.	Mais (IOCC) & Elias (NRC)	1 min
Next meeting will be on <b>Thursday 6<sup>th</sup> of April 2017 at 13hrs.</b>			