

Rakhine CCCM Cluster Coordination Meeting

Minutes

Date: 21 August 2013

Time: 16.00 – 17.30 hrs.

Venue: UNHCR Office, Sittwe, Rakhine State

Participants: DRC, LWF, UNHCR, RI, SCI, SI, CDN & OCHA

Agenda item	Discussion	Action/Actor	Due date
1. INTRODUCTIONS Minutes and Action Points of Last Meeting	<p>- CCCM and all: minutes of the last meeting have been approved by the participants.</p> <p>Pending issues from the last meeting:</p> <p>- WFP requested clarification about the official status of the new Rakhine site Set Yoe Kya (IDP camp vs. durable solution/resettlement)</p>	OCHA to raise it in the next meeting with Planning Minister	Next Friday
2. OPERATIONAL UPDATES			
a. Meeting with DC and Sittwe Camp Management Committee 15 August	Following incidents of 9th August , the issue of Camp Management Committees' representativeness has been addressed to the Sittwe District Commissioner. A package including several translated documents (roles and responsibilities of CCCM entities, sample ToRs and Code of Conduct for committees). The Township GAD shared the list of CMCs members of 11 camps (1 Central committee + 5 sub-committees per camp). ¹	<p>CCCM to share translated list of CMC members with CMs and package</p> <p>CMs to verify members are aware of being part of the CMCs and appraise their functionality</p>	<p>Next Cluster meeting</p> <p>On-going</p>
b. 'Renaming' of IDP Sites by Government (Richard)	<p>Shelter Cluster Coordinator informed Government recently proposed changes to the naming system for IDP camps in rural Sittwe, reducing the number of camps from 19 to 7.</p> <p>New names with Sectors and new IDP camp names</p>		

¹ For copies of some of relevant documentation see Cluster website under **Standards & Guidelines**:
https://www.sheltercluster.org/Asia/Myanmar/RakhineAndKachin/Pages/Standards_Guidelines.aspx

	<p>shared during the meeting.</p> <p>Although partners acknowledge the necessity of coordinating with the government using the same nomenclature, several concerns have been highlighted regarding changing approach at this stage of the year e.g. challenges for implementation, reporting to donors, relationship with communities etc. Partners agreed to acknowledge new camp names proposed by the Govt, while continue to use old camp labels/names for ease of on-going humanitarian assistance.</p>		
c. Household Card	<p>Several suggestions have been raised regarding HH cards by DRC and SI:</p> <p>There should be a card by camp</p> <p>HH/head father name should be included for cross checking</p> <p>Signature on the card should be double (the team member that issued the card and the CMC member that checked the list)</p> <p>In the back of the card, all the items distributed, date and the signature of the IDP receiving it be displayed</p> <p>IDPs should be asked for their opinion on the cards</p> <p>In general, members agreed that there should be more clarity on the rationale for using the HH cards: who will use it and for what purposes? Whether it is really a priority at this stage of the operation and if the card is a useful tool, easing humanitarian assistance.</p> <p>It has been suggested the issue should be and Inter-cluster matter of discussion.</p>	<p>CCCM to raise at next ICC meeting</p>	
d. Stakeholder analysis methodology (DRC) – questions raised	<p>A final version of the stakeholders' analysis tool has been shared with CMs, incorporating DRC suggested amendments.</p> <p>Due to limited human resources, It is not feasible to cover the 5% of the overall population in all the camps. Coverage (FGDs and individual interviews) will be at CMs discretion, according to time and staffs' availability.</p>		
e. Pauktaw Camps	<p>Cluster members have been briefed by UNHCR Protection persons about recent meeting with IDPs in Ken Nyi Phin and with newly appointed Township Administrator regarding allocation of shelters after infrastructures' completion in the camps. IDPs were positive in cooperating with humanitarian partners and</p>	<p>CCCM and PWG keep on liaising with IDP communities and following</p>	<p>On-going</p>

	<p>GAD for organized allocation of shelters, including selection of PwSN and collection of disaggregated data.</p> <p>Acknowledging that different camps present very specific challenges, Ken Nyi Phin could be seen as possible pilot for implementation of coordinated relocation exercise.</p> <p>SCI suggested ensuring consistency with documentation issued by the PWG after the episode of July and verifying current relationship between leader Hu La Ly and authorities.</p>	up GAD constructive involvement in the relocation exercise	
f. Agenda of next week's CCCM meeting with District Commissioner and Sittwe Camp Management Committee, 27 August 2013	<p>Time for the meeting is yet to be set; CCCM will set the meeting agenda. It will include:</p> <ul style="list-style-type: none"> District Commissioner briefing about existing camp committees; CCCM clarification about different ToRs of CM, CC and CA; CMs introduction, 5 minutes presentation of activities, including 1 pro and 1 con in working with the government in camps; Use of notice boards as tool for IM in camps. 	CCCM to confirm date and time for the meeting and invite partners to attend	
<p>4. INFORMATION MANAGEMENT</p> <p>i. Camp List</p> <p>ii. 3WWW</p>	<p>Partners agreed the camp list/statistics will not follow the proposed Gov't changes to naming system for IDP camps in rural Sittwe, at least for August.</p> <p>SI informed figures confirmed in their camps as IDPs are not yet definitively settled. Figures of Nget Chaung IDPs (both on site and of those living in Sin Thet Maw) to be confirmed.</p> <p>For the CCCM 3W matrix, the source of information was the OCHA 3W matrix tool and it will be updated on a monthly basis.</p>		
5. CROSS-CUTTING ISSUES	<p>Education: SCI informed about constraints to start-up education activities in OTG camps, due to lack of volunteer teachers and text books, rather than construction related challenges.</p> <p>Accountability to beneficiaries: CCCM shared with partners DRC complaint mechanisms handbook. Partners agreed ad hoc mechanisms should be developed jointly with the PWG, given need of having SOP for handling sensitive complaints. On the same matter, SCI informed about the existence of an Accountability Working Group in Yangon, which translated HAP standards in Myanmar language.</p>	CCCM to liaise with National Cluster Coordinator for HAP standards translated	Next Cluster meeting

		version	
6. ANY OTHER BUSINESS / SUGGESTIONS / AGENDA ITEMS FOR NEXT MEETING	<p>CCCM informed some slots are still available for the English version of CCCM training planned for the beginning of September.</p> <p>Meybon: RI informed that stakeholders' analysis is on-going and soon they'll start child protection activities in the camp. Issue of firewood and damage to walkways have been reiterated.</p> <p>CDN: pointed out IDPs dismantle drainage channels and use bamboo as firewood in STMG camp.</p> <p>SCI: informed that the WASH consortium SC/CDN/OXFAM is still discussing ways forward for sharing of roles and responsibilities in STMG.</p>	Partners to identify additional candidates for the training	Next Cluster meeting
7. DATE / TIME / PLACE OF NEXT MEETING	Next Cluster meeting: To be confirmed, upon availability of the District Commissioner		