**Cash-based Intervention Technical Working Group**

CBI TWG Monthly Meeting Minutes

Gaziantep

**27 September 2016**

Chaired by: WFP, UNHCR and CARE

Hosted by: WFP

(A full list of attendees can be found at the end of this document)

Agenda:

1. Welcome and round the table introductions
2. Overview of the Final Minimum Expenditure Basket (MEB) Report
3. Information Management Operational Updates, August 2016:
   1. Food Security & Basic Needs E-Voucher Distributions
   2. Possible overlap alerts for planned/ongoing activities
   3. Food Price Monitoring Overview over the past seven months
   4. Overview of NGO Beneficiaries Excluded from the ESSN
   5. Points of concern to be discussed during ECHO Consultations on the ESSN
4. AOB – Agency Updates & Closing Remarks

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| **Summary of Action Points**   * **Action Point #1:** All CBI-TWG partners to provide inputs into the 3RP Basic Needs Sector logframe and narrative by **COB 3 October.** * **Action Point #2:** All CBI-TWG partners are invited to participate in the ECHO Consultation on the ESSN on **5 October** from 10:00 to 13:00 in Gaziantep (venue tbc). * **Action Point #3:** All submissions into Activity-Info should take place by the **10th of every month,** to allow for sufficient time to produce the Inter-Sector Dashboards and prepare for the next meetings later in the month. * **Action Point #4:** All partners to request further training on ActivityInfo if needed by contacting Rob Samupindi, WFP-IMO (iMMAP-seconded). * **Action Point #5:** Rob to try to include the non-WFP/TRC supported camp population figures in one mapping (breakdown by off-camp/WFP-TRC-AFAD on-camp/ AFAD on-camp. * **Action Point #6:** Partners to confirm participation in the next meeting on **25 October** from 11:00 to 13:00 at UN House, Gaziantep. * **Action Point #7:** Points for discussion at the next meeting will be a) revision of the work-plan b) nomination process of new rotational Co-Chair |

1. Welcome and round the table introductions

*Co-chairs introduction*

* The Co-Chairs welcomed participants to the meeting and provided a brief overview of discussions that took place during the 3RP Workshop on 20-21 September in Ankara. It was noted that CBI-TWG will be required to input into the 3RP Basic Needs Sector framework by COB 3 October, including agency details on activities, locations, target beneficiaries and funding requirements for 2017-18.
* The Co-Chairs also clarified that the ECHO Consultations on the ESSN will take place on 5 October from 10:00 to 13:00 in Gaziantep (venue tbc). Partners are invited to come with questions and points of concern to be addressed during the meeting. The purpose of the meeting is to begin a process of open dialogye with the NGO community and complementary programming actors on the ESSN and possible arrangements moving forward.
* The Co-Chairs introduced the agenda items to be discussed stressing the importance of reporting information managemet updates on a monthly basis and the 19 agreed outcome monitoring indicators on a quarterly basis.
* Special thanks to WFP for hosting this meeting.

2. Overview of the Final Minimum Expenditure Basket (MEB) Report *please see attached presentation and report*

* Christina Hobbs, CARE-seconded Technical Consultant noted that key findings showed that MEB per person in Turkey is approxiatley 97 USD and the average sMEB (survival) was 53 USD per person. The Consultant then proceeded to explain geographical variations in the s/MEB in both rural, urban and peri-urban areas. Taking into account economies of scale, an analysis of differences in average s/MEB according to family size was also explained.
* Regional comparative analyses also highlighted that Turkey has the lowest MEB when compared to Lebanon (114 USD) and Jordan (117 USD). Gap analyses between average income and s/MEB displayed that households are not earning enough on a monthly basis to be able to meet their s/MEB. The percentage gap is larger for the MEB than for the sMEB, but nevertheless remains significant.
* The following five recommendations were put to the group:
  + It is recommended that the MEB and SMEB values form part of the program logic when determining cash transfer values in Turkey ( in conjunction with other considerations such as specific project objectives, and other formal and informal assistance, etc.).
  + It is recommended that a review of the MEB value be undertaken at least once every 12 months. Average rates of inflation in Turkey are relatively high, around 8.8% for the CPI basket.
  + Currently, the NFI price monitoring between organisations is difficult to compare. It is recommended that CBI TWG members work towards further harmonising NFI monitoring for each of the items in the MEB, this should include determining a standard volume or quantity for each item to monitor.
  + Based on the minimum standards for rental prices outlined in this study, it is recommended that price monitoring be undertaken for rental expenditure. This could involve training existing field monitors on what is adequate accommodation and ensuring that field monitors indicate whether accommodation is adequate or not (against the standard) when collecting rental price/expenditure data.
  + In order to understand the gap between MEB and SMEB needs and the capacity of the affected population to meet their needs, it is recommended that a detailed assessment of income in rural areas over winter be (anecdotally it is evident that agricultural income drops significantly and that the gap will increase). It is also recommended that information on incomes in major generally wealthier cities is collected including Ankara, Izmir and Istanbul to better understand the gaps outside of S.E Turkey.

3. Information Management Operational Updates, August 2016

*please see attached presentation*

* ***The following overview of IM progress to date was provided:***
* **Food Security & Basic Needs e-voucher distributions** 
  + The Information Management Officer noted that the total number of off-camp individuals reached with cash-based interventions in both Food Security and Basic Needs Sectors is 285,894.
  + The number of individuals reached in both sectors (FS/BN-NFI) is 76,697 in five provinces by five partners (CARE, Concern, WHH, NRC, Mercy Corps).
  + The number of individuals reached with food security assistance is 198,826 in nine provinces by nine partners (CARE, Concern, IOM, SSG, STL, Khayr, WHH, TRC/WFP, Relief International).
  + The number of individuals reached with only Basic Needs/NFI assistance using cash-based interventions is 10,371 in four provinces (Hatay, Killis, Gaziantep, Sanliurfa) and by two partners (DRC and Relief International).
  + ***Action Point:*** CBI-TWG Information Manager to try to include the non-WFP/TRC supported camp population figures in one mapping (breakdown by off-camp/WFP-TRC-AFAD on-camp/ AFAD on-camp.
* **Possible Overlap Alerts for Planned/Ongoing Activities**
* The Information Management Officer noted that there may be possible overlaps in the following provinces, given the presence of multiple actors:
  + **Kilis –** TRC/WFP; Welthungerhilfe
  + **Gaziantep–**TRC/WFP; Mercy Cops;
  + **Hatay -** TRC/WFP; STL; Save the Children
  + **Sanliurfa –** Khayr and DRC

Note from the meeting that this can only really be reviewed if village/town/city and then mahalle level data is collected for districts where more than one actor is operating programmes

* **Food Price Monitoring Overview over the past seven months** 
  + The Coordination Officer noted that from an initial analysis of average food basket prices in 18 provinces (taken from WFP/TRC, NRC and Welthungerhilfe), prices tend to be higher in eastern Turkey (Mardin, Kiziltepe), as well as in Adiyaman and Malatya possibly due to political factors and trade relations between Turkey and Russia.
  + It was also highlighted that over the past seven months (from February to August 2016), WFP food basket prices slightly decreased and that WFP contracted shops display on average 5% lower prices that non-contracted shops. It was however, not possible to confirm data based on actual prices charged.
* **Food Price Monitoring Overview over the past seven months**
  + The Coordination Officer produced an analysis of current NGO beneficiaries who would potentially be excluded from ESSN based on the demographics criteria shared.
  + Inputs were received from five partners (CARE, Concern, Support to Life, Welthungerhilfe and PARCIC) and findings revealed that a total of 24,633 individuals would be excluded, which is an average of 34% of the five partners’ current caseloads.
* ***The following points of concern were raised by partners, particularly NGOs:*** 
  + **The need to harmonize commodity values and quality benchmarks for food and NFIs prior to conducting monthly price tracking –** Mercy Corps had proposed set values and quality benchmarks for both food and NFI commodities three meetings ago. Partners have yet to adopt the standardized approach proposed by Mercy Corps.
  + **The role of NGOs and the CBI-TWG in the ESSN –** Partners requested further information on what will be their role in the ESSN process and how they can best contribute to different coordination mechanisms (i.e. via the CBI-TWG or an alternative ESSN coordination structure).
  + **How to address NGO beneficiaries excluded from the ESSN –** Partners noted that prior notice is required specifically on the ESSN start dates in different geographical areas to be able to adequately plan beneficiary sensitization campaigns. They also stressed that alternative forms of assistance need to be discussed so as to address the needs of those beneficiaries excluded from the ESSN.
  + **Revisiting the ESSN Targeting Criteria –** It was noted that given the high beneficiary exclusion percentage (34%) displayed from five partners, it would be advisable to perhaps revisit the ESSN demographics criteria to adapt it as per different contexts (rural, urban, peri-urban).
  + **Addressing Referrals & Complementary Programming in the ESSN –** Following the ECHO Consultations on 5 Octobers, partners hope to gain a better understanding of how beneficiaries can be referred into the ESSN and out to other entities should they have specific needs. For planning purposes, partners would like to understand ECHO’s vision on complementary programming in the ESSN.
  + **Understandng the ESSN Implementation Plan at district level –** Partners noted that they will be in a better position to plan transitions/handover of beneficiary caseloads if they are aware of districts where ESSN service centers will be established. It would also be helpful to know when the roll-out will occur and where (particularly for areas where cash programmes exist). A better understanding of the beneficiary application and verification process will also facilitate partner planning.
  + **Promoting good communications with beneficiaries –** It would be important to understand what and how much information on the ESSN can be disclosed to beneficiaries so that the entire humanitarian community is speaking with one voice on this front.
  + **Conducting adequate monitoring as part of the ESSN –** Understanding the monitoring process and frequency will be important to gauge beneficiary shifting needs and whether partners can complement ESSN activities particularly for those beneficiaries with special needs that cannot be met with MPC (multi-purpose cash).

4. AOB – Agency Updates and Closing Remarks

* It was agreed that a point for discussion in the next agenda would be a revision of the current CBI-TWG Work-Plan and the nomination process of the new rotational Co-Chair.
* The next CaLP L2 Training will take place from 3 to 7 October at Divan Hotel, Gaziantep. A further CaLP L2 Training will also take place the last week of October from 24 to 28 October, most probably in Ankara. For further information, please contact Juergen Mik, Advisor Cash & Markets, Emergency Response-Expert Preparedness at [Juergen.Mika@welthungerhilfe.de](mailto:Juergen.Mika@welthungerhilfe.de)
* All partners interested in Protection Trainings are kindly requested to complete the UNHCR Training form.
* *Next CBI TWG:* ***Tuesday, 25 October******2016****, 11:00 am to 13:00 pm @ UN-House,Gaziantep*

**ATTENDEES:**

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| Agency | Name | Title | Duty Station |
| 1. ACTED | Veerle Schouten | Program | Gaziantep |
| 1. ASAM | Tugce Atak | Program | Gaziantep |
| 1. CARE | Chloe Day | Programme Manager | Gaziantep |
| 1. DRC | Paula Armstrong | Program | Gaziantep |
| 1. GOAL | Isinsu Koc | Outreach Coordinator | Gaziantep |
| 1. IOM | Boshra Biri | M&E Assistant | Gaziantep |
| 1. IOM | Muhannad Almasri | M&E | Gaziantep |
| 1. NRC | Figen Kelemer | Livelihoods Coordinator | Ankara |
| 1. UNHCR | ABDULKADIR Selwa Amir | Program - Coordination | Gaziantep |
| 1. UNHCR | Hilda Ochuonyo | Associate Protection Officer | Gaziantep |
| 1. UNHCR | Imomberd | Program | Ankara |
| 1. UNHCR | AMINPOUR Ataollah | Program | Ankara |
| 1. WELTHUNGERHILFE | Obada Kahil | Project Officer | Gaziantep |
| 1. WELTHUNGERHILFE | llke Mucuk | Project Assistant | Gaziantep |
| 1. WFP | Esther KABAIREWAHITO | Program | Gaziantep |
| 1. WFP | Robert SAMUPINDI | IMO | Gaziantep |
| 1. WFP | Ahmad Nachad | IMO | Gaziantep |
| 1. WFP | Vanessa Bonsignore | Program Officer (Coordination) | Gaziantep |
| 1. WORLD VISION | Sadek Alfaraj | CARO | Gaziantep |
| 1. ACTED | Nathan Stevens | Area Coordinator, Syria | Gaziantep |
| 1. WELTHUNGERHILFE | Katharina Hackstein | Evaluator | Gaziantep |
| 1. HANDICAP INTERNATIONAL | Muge Kalender | Inclusion Officer | Gaziantep |