

**Food Assistance Working Group Meeting  
12<sup>th</sup> February 2018  
Location: World Vision Uganda**

**Agenda**

1. Introductions
2. Welcome Remarks from World Vision
3. Review of Previous Minutes
4. Presentation on Pipeline
5. Partner Updates
6. AOB

**Attendance**

	<b>Name</b>	<b>Position</b>	<b>Organisation</b>
1.	Lucas Machibiya	Nutrition Officer	UNHCR
2.	Magezi John	Food Assistance Focal Officer	OPM
3.	Ojok Tonny Ongom	Prog. Assistant	WFP
4.	Nelson Okao	Sen. Program Associate	WFP
5.	Simbarashe Gava	Food Assistance Manager	World Vision
6.	Simon Manning	Grants Director	World Vision
7.	Evans Binyason	Prog. Policy Officer	WFP
8.	Gilbert Muyambi	Grants Compliance Specialist	World Vision

<b>Agenda Item</b>	<b>Issues arising</b>	<b>Proposed Action</b>
<b>Min I: Introductions</b>	<ul style="list-style-type: none"> <li>• The meeting was chaired by Mr. John Magezi from the OPM.</li> <li>• He thanked World Vision for offering to host the first meeting of the new rotational arrangement. The chairperson later invited members to introduce themselves</li> </ul>	
<b>Min II: Remarks from World Vision</b>	<ul style="list-style-type: none"> <li>• Remarks were given by Simon Manning – The Director for Grants Acquisition and Management at World Vision.</li> <li>• He welcomed all the members to World Vision and indicated that World Vision was indeed happy to host this meeting.</li> <li>• He also highlighted the Partnership that has existed for a long time between World Vision and WFP both nationally and globally.</li> </ul>	
	<ul style="list-style-type: none"> <li>• PSN /EVH Verification (WFP and UNHCR)</li> </ul>	<ul style="list-style-type: none"> <li>• Marking of locations has already started</li> </ul>

<b>Min III: Review of Minutes from Previous Meeting</b>		<ul style="list-style-type: none"><li>• WFP has hired a consultant who is almost concluding the TOR</li><li>•</li></ul>
	<ul style="list-style-type: none"><li>• SOP for food logs and management to address food distribution challenges</li></ul>	<ul style="list-style-type: none"><li>• WFP/ OPM/ UNHCR have drawn up a work plan to guide development of the SOP</li><li>• The meeting also agreed that the SOP should include an item regarding early information sharing by WFP with Partners especially on dispatch of commodities to cooperating partners</li></ul>
	FNSA Report recommendations should be presented by settlement	<ul style="list-style-type: none"><li>• When the report is finalized and released a meeting will be organized to look at specific settlements and make recommendations and action plan for each settlement</li><li>• The report will be ready during within February.</li></ul>
<b>Min IV: Updates from WFP:  Food pipeline</b>	<ul style="list-style-type: none"><li>• Food assistance needs are approximately US\$20 million every month</li><li>• Funding shortfall for the period February to July, 2018 is US\$27 million</li><li>• Net funding requirement for February to July, 2018 USD 112 million</li><li>• January, 2018 cycle has been completed. Some delays experienced in West Nile due to transport related problems.</li></ul>	
<b>Hybrid Model</b>	<ul style="list-style-type: none"><li>• The hybrid Model has reached 260 HHs in Rhino Camp and 1,115HHs in Adjumani.</li><li>• Currently there is ongoing sensitization and communication to reach more households</li><li>• Hybrid target is to reach 5000 households by the end of March, 2018</li></ul>	
<b>DRC Refugees</b>	<ul style="list-style-type: none"><li>• There is a refugee influx from DRC which has been responded to with support from WFP</li></ul>	

<b>Transition processes for the 7 settlements</b>	<ul style="list-style-type: none"> <li>• Regarding the transitioning processes for the 7 settlements, WFP informed the meeting that request for Proposals closed on 9<sup>th</sup> Feb</li> <li>• About 6 proposals were received from prospective partners.</li> <li>• Proposals being reviewed.</li> <li>• Meanwhile WFP will do direct distribution in settlements of Nakivale and Palabek in February but work with Samaritan’s Purse in Oruchinga, Rwamwanja, Kyaka II, Kyangwali and Kiryandongo</li> <li>• WFP will take over fully from Samaritan’s Purse in March, 2018</li> <li>• Direct distribution by WFP will continue until a new partner is identified to takeover.</li> <li>• WFP has taken over EDP management in all settlements where EDPs were managed by Samaritan’s Purse</li> <li>• Group receipt of food has been stopped in compliance to the directive from Commissioner Refugees</li> </ul>	
<b>Assessments</b>	<ul style="list-style-type: none"> <li>• Vulnerability assessments: Development Pathway will share finding in Feb-March 2018</li> <li>• Corporate retail engagement is ongoing in Rhino Camp</li> <li>• Gender and Protection in Cash-based transfer study in Rhino Camp and Rwamwanja will be undertaken in March by WFP and UNHCR</li> <li>• JAM has been delayed until April due to the current transition of GFD management in 7 settlements from Samaritan’s Purse to WFP</li> </ul>	
<b>Issues</b>	<ul style="list-style-type: none"> <li>• World Vision has received instructions to stop the group distributions and begin individual distribution - scooping. WV would require preparation and budget adjustment to begin implementing scooping method of distribution</li> </ul>	<p>More clarification is needed on this from WFP</p>
<b>Changes to the CPDR</b>	<ul style="list-style-type: none"> <li>• There was a presentation on the changes to the CPDR</li> <li>• Changes to the CPDR mainly affects how returns are reported and the aim is to improve accountability.</li> </ul>	<p>It was suggested that WFP appraises partners’ senior management in Kampala about the revised template</p>
<b>Min V:</b>	<ul style="list-style-type: none"> <li>• Total distributions from Jan – Dec 2017 was 109,355.31mts of the planned 135,179.62mts</li> </ul>	<ul style="list-style-type: none"> <li>• OPM is introducing bio-metric information</li> </ul>

<p><b>Partner Updates of achievements of 2017 (World Vision)</b></p>	<ul style="list-style-type: none"> <li>• Supported cash distributions totaling to 2,475,453,500 of the planned 2,577,622,000</li> <li>• Increased warehouse capacity across all locations from 4,300mts to 10,300mts</li> <li>• Conducted post &amp; pre-distribution meetings with the community leaders for every cycle.</li> <li>• Improved complaints handling mechanism resulting in reduced beneficiary complaints.</li> <li>• Improved infrastructure at warehouses (Office/toilets/security lights/fencing</li> <li>• Zero – Losses in Rhino Camp: July - December</li> </ul>	<ul style="list-style-type: none"> <li>• WFP should provide partners with information on the processes for bio-metric introduction</li> </ul>
<p><b>Challenges</b></p>	<ul style="list-style-type: none"> <li>• Unbalanced food basket especially Oil and CSB thus affecting stock movement &amp; delayed distribution.</li> <li>• Receipt of commodities with short expiry dates and subsequent pressure to clear them from warehouse.</li> <li>• Slow moving commodities (sugar and CSB) received in huge quantities (SFP for nutrition project) thus affecting storage capacity</li> <li>• Minors not allowed to be bank account holders (Koboko) yet the parents are deceased. NB: Koboko is 100% cash.</li> <li>• Some beneficiaries have no attestation thus they cannot open bank accounts</li> </ul>	<ul style="list-style-type: none"> <li>• Get in touch with refugee desk officers for some of the issues</li> <li>• Some of the challenges can be used for improvements in the SOP</li> <li>• The issues will be followed up and responded to by WFP</li> </ul>