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| Sector Gender Focal Points NetworkMeeting Minutes |
| **Date/time/venue** | Thursday 5th July, 2018, 11:00 - 13:00, UNHCR EMOPS Conference Room |
| **Attendees** | ***Participants*:** Chair of the Network; Focal points from WASH, Shelter, Protection sectors and Three Coordination Associates.***Also attended:*** a Gender in Humanitarian Action Advisor / UN Women |
| 1. Feedback on the workshop on Gender Responsive Humanitarian Programming organized by UN Women
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| The workshop was organized to sensitize stakeholders on gender, conducted by UN Women and aim to build capacity in using gender analysis to highlight gender vulnerabilities in Jordan humanitarian response. |
| Feedbacks from the participants: * It was a good introductory workshop, but it could have focused more on its objective.
* Attention should have been made to the profiles of participants and how the workshop could help them to implement the learning in their respective areas of responsibilities.
* The exercises of the workshop could have been better structured and presented.
* Defining the obstacles and responding to gaps from the perspective of different sectors should have been explored.
* Overall, the workshop provided a good introduction, but it was not able to empower the participants with knowledge and tools to conduct gender analysis and gender responsiveness to humanitarian response.
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| 1. Gender Analysis: Sector Updates
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| During the previous monthly meetings, it was already agreed that all Sector Gender Analysis would be completed by the end of July.  |
| **Action Points** | **Responsible** | **Deadline** |
| The Chair will follow-up on the progress by sending reminders to all sector. | SGFPN Chair | Immediately |
| 1. Strengthening SGFPN: Networking and Membership Concepts
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| **Discussion :** * Members discussed strategic approach to mainstream gender inclusion into the response plan across sectors.
* It was proposed to further discuss among the group with concrete actions to materialize the proposed network strategy.
* Ensure the gender equality has been applied in all response interventions and effective participation from the members.
* Use the monthly meeting as a tool to identify gaps in the network, discuss the pending issue and create solutions.
* If any sector members are interested to join the network, they will need to have concrete experience in gender.
* Suggested capacity building for Sector Gender Focal Points, documentation and sharing of lessons learnt and good practices.
* The Chair also reiterated the importance of the Sector Gender Focal Points attending the scheduled meetings to update their own sector on a regular basis to increase the visibility of the network and awareness of the gender equality issue.
* Focus on gender disaggregated data collection in planning and reporting, sector specific gender analysis, inclusive actions as well as gender specific actions in each sectors’ processes and responses.
* The network together takes the responsibility of designing a training, and the Chair expressed an interest for further technical collaboration with UN Women.
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| **Next SGFPN meeting: 11:00 – 13:00 Thursday, 2 August UNHCR Khalda (EMOPS Room)** |