

Basic Needs Working Group Amman - Jordan

Meeting Location	EMOPS room, UNHCR - Khalda	Meeting Date	6th May 2019
Co-Chairs	Elizabeth Barnhart (UNHCR) Mohammad Awamreh (CARE)	Meeting Time	12:30 – 14:30 hrs.
Minutes Prepared by	Hala Nawayseh (UNHCR)		
Purpose of Meeting	Basic Needs Monthly Meeting		
Agencies attending	Action Against Hunger, ANERA, CALP, CARE, Caritas Germany, ICMC, Institutbioforce InterSoS, IOCC, IOM, IRW, JHCO, LWF, MCC, MEDAIR, NICCOD, Syrian Relief, TDH Italy UMR, UNHCR, UNICEF, WFP, World Relief Germany, World Vision International.		

1.) Summary of action points

No.	Action Point	Focal Point / Organization	Time frame
1.	Basic Needs Services Advisor taxonomies Task Force to provide a short paragraph on methods used	Rima Kabrilyants - UMR	May

2.) Session Summaries

Item	Discussion
<p>Last meeting minutes approval</p> <p>Needs assessment and Analysis. Presentation by the Sector Gender Focal Point (Kendra Hughbanks)</p> <p>Taxonomies task force for Services Advisor</p>	<p>April 2019 minutes approved by the group.</p> <ul style="list-style-type: none"> Gender focal point <i>Kendra Hughbanks</i>, gave a presentation on Needs assessment and Analysis. The presentation is attached for details and resources Basic Needs Taxonomy Task Force sampled 200 individuals from different nationalities through interviews, phone call and group discussions. Participants were asked for the clearest language in Arabic for the types of basic needs assistance if they were to search on line for suchr assistance. Based on the collected data the common taxonomies under Basic Needs is in the attached document, which was shared with UNHCR Information Management officer to be updated in the Services Advisor.

Winterization PDM	<ul style="list-style-type: none"> Common PDM dataset: UNHCR will share the PDM anonymized dataset as of 23/05/2019. For agencies still collecting, or completing their data uploads, this data will be included in a second data set to provided on completion Winterization Standards reports: Agencies can use in PDM reporting the Winterization Standards Key principals, Standard Package and Coordination which are detailed in the attached Winterization Standards for non-camp refugees document . The updated Common PDM presentation: The Common PDM presentation from the December meeting is attached with a few updates to the indicators on slide 5. These now match the indicators in the final PDM form shared previously (narrowed down from the initial set compiled in December).
Nomination of new Co-Chair	<ul style="list-style-type: none"> The nomination of Rima Kabrilyants of UMR rkabrilyants@umrelief.org , as our newest co-Chair for our sector was approved by email consent
AOB	<ul style="list-style-type: none"> Edith Godefroid introduced Bioforce, a new organization registered in Jordan. Bioforce provides trainings such as humanitarian response trainings for aid workers and supply chain management. More information in the attached document. Bioforce contact for more details: Name: Edith Godefroid Email: E.godefroid@Institutbioforce.fr Phone number: 778527286 <p>NO MEETING IN JUNE Next meeting will be in July as first week of June week be Eid holiday.</p>

[List of Participants](#)

Name	Organisation	Email	Phone No.
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Next meeting is on 1st July 2019 in UNHCR 14:00 - 16:00 – Khalda, EMOPS room

