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## Shelter Cluster Minutes - June 24, 2015

### Agenda

1. Government Update
2. IM Update
3. Technical Update
4. Gender and Diversity
5. District and Cash Mapping
6. Preparedness Planning
7. WASH Cluster Presentation
8. AOB

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### 1. Government Update

- DUDBC sends apologies for their absence at this meeting.
- Relief phase has ended as of June 22.
  - Recovery phase to begin.
  - This does not mean our activities will cease. All our activities will continue.
- Customs duty exceptions are no longer in effect. Normal customs procedures for all goods.
  - If relief goods are donated to the government, they will be duty free.
    - Must agree to store these goods at a government warehouse.
- CGI issues
  - Government stance is that if CGI is being imported, customs duty applies.
    - CGI entering the country also may be being tested for quality. Moving from the border to a testing facility in Kathmandu and then (after some time) returned and delivered.
- Since the donor conference has begun, it is likely there will be changes in some procedures.
- Government is asking agencies to prepare for floods during monsoon season.
- Q: CGI is tax exempt? DDRC said that yesterday in a high level meeting.
  - A: We have not heard this yet.
- Q: Is it just CGI being tested or other goods?
  - A: Just CGI at the moment.
- Q: Is there a rejection criteria for CGI?
  - A: This information just came out yesterday so we are still putting together the details.
    - A: CGI criteria is available on our technical guidance document available online.

### 2. IM Update

- 4W is being reduced to weekly reporting every Thursday.
  - Updates will be released on Fridays.
- Dropbox is working well for most agencies.
  - Partners will receive an instant email notification confirming the submission.
- Please input your data at a VDC and WARD level. This is much more useful for us to identify gaps.
- If you know of any agencies not reporting, please encourage them to do so.
- New reports at a national, district, and VDC level.
  - This is brand-new and still being perfected.
    - 178 VDCs with no distributions reported
      - More available on our map.
- DUDBC is asking for our updates so please fill in your most recent data.
- Maps for each district showing all VDCs numbered.
  - Number corresponds to a table, which matches up tables with agencies.
    - Also shows what types of distributions are underway.
- If these platforms are at all confusing please email us and provide your feedback.
- Richard is leaving Friday morning ☺
  - Please send all your emails to [im2.nepal@sheltercluster.org](mailto:im2.nepal@sheltercluster.org) or [im4.nepal@sheltercluster.org](mailto:im4.nepal@sheltercluster.org)

### 3. Technical Update

- Last week a small TWG group was formed together with NSET and a few other agencies
  - The aim of this is to create 10 key messages for reconstruction.
    - NSET will present draft version next Monday and final version in 2 weeks.
- SC Recovery document. First draft is now ready.
  - Will be disseminated sometime in the next week.
- PDNA – executive summary will be available on our website.
- TOR for recovery working group is being drafted with IFRC and UNHABITAT.
- Yesterday a practical meeting was held regarding building materials.
  - 2 presentations: Alternative-building materials. Fire burned bricks.
    - Both will be available on our webpage.
- IEC material leaflet
  - Please share your materials with the shelter cluster to avoid duplication.
    - We have to stay in line with the government.
  - Brick masonry and stone masonry leaflets are in draft but will be finalized shortly.
- IEC Leaflet will be field tested for 2 weeks and then it will be available on our homepage.
- Q: Any update from the permanent house design by government?
  - A: Last week we shared some their designs. They are awaiting approval but should have the final designs finalized in a few weeks time.
- Q: What about NGOs that would like their own design?
  - A: Following their design is not mandatory. What is mandatory is making sure you are compliant with the building codes and have your design reviewed and approved by a Nepali engineer.

- A: Training curriculums and modules also already exist through the government. Please also try to align your training modules with the government's.
- Q: H4H has developed an instruction manual for temporary shelter kit. Does this need to be approved?
  - A: No, not for temporary shelter but please share your manual with us.
    - Q: For permanent shelter where does it need to be approved?
      - A: If you don't include the cluster in these things it is difficult for us to know the answers to these questions.

#### **4. Gender and Diversity**

- New products are now available on our website
  - 1) Prioritization tool - deals with targeting
  - 2) Community engagement and accountability toolkit – guidance for best practice, community engagement, etc.
  - 3) All under one roof – IFRC document that is a very useful training module
- Q: Is the prioritization tool to be used for emergency shelters or for long term?
  - A: It is linked with cash distributions and therefore can be used for temporary shelter, emergency, or for recovery.

#### **5. District/Cash Mapping**

##### ***District Mapping***

- We are in the process of completing district level mapping for each of the 14 districts.
  - These documents will include information about all of the VDCs, key contact people, all agencies present and active, government and SC packages, and much more
- Our aim is to complete and distribute these documents by early next week.

##### ***Cash Mapping***

- Summary of the district level cash distributions.
  - Working closely with the cash-working group to gather the appropriate information.
- Q: How is this linking with market monitoring for CGI?
  - A: We will raise this question with the Cash Working Group tomorrow.

#### **6. Preparedness Planning**

- We are creating a summarized operational preparedness plan for each of the districts.
  - We are working very closely with OCHA and other clusters on the creation of this plan.
    - One of the dimensions is scenario prediction.
- This plan will also cover risks in health, food security, disease outbreak, and WASH issues.
- We are collecting information on available stocks and where they can be stored for best preparedness.
- At the moment 49,000 tarps are being held by agencies for contingency stocks.

- We have not yet met the SC target for tarps so it does not seem like we have enough quantity for contingency stocks.
- Q: Will there be pre-positioning at VDC level?
  - A: District level but this includes projections for vulnerable VDCs. Not every VDC will be covered but the most at risk ones will be.

## 7. WASH Update

- Quick presentation on the way in which the WASH cluster is currently functioning.
- Coordination
  - 3 Teams: One covering the western hub, central hub, and eastern hub.
    - Mobile teams going around to support the districts in a support role.
- Thinking about the cluster structures and how they relate to the normative development structure.
  - Trying to think about the transition and how to include the village leads into the national cluster structure.
- Targets
  - Targets around water supply (1.1million), sanitation (1million), and hygiene (3million) in the flash appeal.
- Caseloads
  - Creating a protocol for caseload revision.
- Toilets
  - Toilet strategy has been created. See PPT presentation for specifics. This includes people who did not have a toilet prior.
- Analysis
  - Working towards a district level analysis and feeding into that information from a variety of sources.
    - Trying to drive good analysis with assistance from the coordination team.
  - Gap analysis to discover what is the caseload and targets in each place. Trying to understand across the board what the capacity is.
- Q: Are the gaps available on your website?
  - A: Currently no but hopefully will have something available on Friday.

## 8. AOB

- IOM
  - Any partner who is distributing IOM materials, you must update your distribution records to IOM. If you do not do so, IOM assumes the district distribution is entirely finished which could lead to problems.
  - Partners reporting their data to Shelter Cluster, when you report make sure for the lead agency you put in your agency SLASH IOM. This is a partnership. If you do not do so IOM will also report the data which will cause duplication. Also the universe will collapse.
- New team member for the Shelter Cluster
  - Razib is the new hub coordinator for the central hub.
- **Next meeting will be June 1<sup>st</sup> at 11am. Location is TBD.**