

Subject: **CCCM/Shelter/NFIs Cluster Meeting**

Venue: HFY office – Sana'a.

Date: Tuesday, 07 May 2013

Participants: UNHCR, ADRA, HFY, ExU, IOM, ExU, Islamic Help, IMMAP, IRY, OCHA.

Agenda	Issues discussed	Action required	Responsible Agency	Timeline
Briefing on the Government's draft IDP Policy	<p>The Senior Protection Officer, Erin Mooney initiated the meeting with a briefing on the Gov. IDP policy after a short introduction of participants.</p> <p>She talked about where and why to develop an IDP policy.</p> <p>The National IDP Policy helps to formulate a more strategic approach to IDP issues.</p> <p>2012-2013: ongoing advocacy and increased understanding of the value of IDPs.</p> <p>The presentation also addressed the questions;</p> <p>What the policy will cover?</p> <ul style="list-style-type: none">- Some definitions from Guiding principles- Procedures for IDP registration- Institutional responsibilities- Coordination modalities. <p>Who develop the policy?</p> <p>ExU, relevant ministries, all levels of gov. and International community</p> <p>Then a reference to the consultative process that has taken place before and during drafting the IDP policy.</p>	Excerpts related to the CCCM/Shelter/NFIs Cluster from the draft National IDP Policy for Yemen has been shared for feedback.	Cluster	By Sat. 4 days

	<p>The Prime Minister commits to prove the policy by the end of Nov.</p> <p>What role for CCCM ? Advocacy for : - development of national IDP policy With gov. donors and HCT, ICCM and other clusters</p> <ul style="list-style-type: none"> - adoption of national IDP plaction - Implementation (dissemination and awareness-raising and monitoring and inputting into periodic review and revision of policy. <p>Comments: advocacy for the policy to donors.</p> <ul style="list-style-type: none"> - public buildings to be rehabilitated needs to funding. - Paragraph C in the Policy: needs to be put in number of months of weeks 			
<p>Discussion on the Cluster workshop</p>	<p>Summary: Some important points were recommended by the groups in the workshop:</p> <ul style="list-style-type: none"> - Quick response and identify needs on time. The idea of having a contingency plan. We have to know how much we have in the stock. <p>Inter mobility; different regions have their own stock.</p> <ul style="list-style-type: none"> - Expanding the partnerships with local NGOs. - Capacity building for local NGOs. 	<p>OCHA will share with the Cluster the contingency plan template</p> <p>Having an adhoc meeting with the Cluster regarding the Contingency Plan</p> <p>Ahmad will share with the Cluster a list of local NGOs</p> <p>Having a deep discussion regarding the assessment mechanism with</p>	<p>OCHA</p> <p>Cluster Coordinator</p> <p>Ahmad</p> <p>Cluster</p>	<p>2 days</p> <p>One week</p> <p>2 days</p> <p>One week</p>

	<p>The cluster can do Assessments on the needs of each local agency working within the section of CCCM.</p> <p>Some suggested that the cluster can do trainings in the following:</p> <ul style="list-style-type: none"> - CCCM - How to write a proposal? - Sphere standards 	<p>HFY.</p> <p>Ahmad will liaise with ROSEMARY to update the cluster on capacity building.</p> <p>Inviting RoseMary to the next meeting</p>	<p>coordinator</p> <p>Ahmad</p> <p>Cluster coordinator</p>	<p>By Sunday</p> <p>5 days</p>
Upcoming actions		<p>Having a meeting with those agencies who submitted projects for the CAP 2013 to discuss how much fund each agency received.</p> <p>Sharing the ToR with Cluster</p>	<p>Agencies applying for CAP 2013 and cluster coordinator</p>	<p>One week</p>
Cluster district prioritization		<p>Sharing any assessments conducted</p> <p>HFY shares the assessment conducted in Al-Jawf and apply for ERF for funding.</p> <p>Sending an email to the fields</p>	<p>Cluster</p>	<p>12 May</p> <p>Before the meeting a week.</p>

List of Participants

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