

**INFORMAL EMERGENCY SHELTER COORDINATION
CYCLONE GIRI, MYANMAR**

MEETING MINUTES

Date	3rd November, 2010 - 1400-1530hrs
Venue	Meeting Room, IFRC Office, Yangon
Chair	Paul Davenport
Note taker	Aung Thu Win (ESC Information Manager)
Participants	Jero CandeLa & Aung Khant (Solidarites International), Malar Win & Aung Ze Ya (MRCS), Phyo Phyo wai (Mingalar Myanmar), Kan Aung & Zaw Min Sein (Swanyee), Ei Ei Thein (MIMU), Myat Su Win (UNOCHA), Phyu Phyu Win (ECHO), Teis Christensen (IOM), Aung San (FRC), Tauhid IBNE Farid & Dr.Sital Kumar (ACTIONAID), Nicolas Guillard (ACF), Tala Deator (CARE), Augustine Piang & Dominic (KMSS), San Shwe Aung (Malteser International), Gueveau Rolland (Partners NGO), Wiranta Tarigan (Samaritan's Purse), Kyaw Win Maw (Save the Children), Zin Aung Swe (UN HABITAT), Claas Morlang & Preeta Law (UNHCR)

Agenda item # 1: Agenda

Meeting chair introduced himself as he has taken over from Mr. Anno Müller as the ESC Coordinator after the latter's end of mission. He briefed the contents of the Agenda Items.

Agenda item # 2: Introduction of new participants/Informing about the incoming ESC Coordination team

Discussion	<u>Meeting Chair</u>
	<ul style="list-style-type: none"> - Informed the participants about the incoming ESC Coordination Team expected to arrive in Yangon within a week <ul style="list-style-type: none"> o Coordinator (Yin Min Aye) o Information Manager (Phyo Wai Kyaw) - Analysed that there is a need to strengthen the ESC Coordination at the field level - Proposed to let the incoming specialist ESC Team to decide the above issue
	<u>UNHCR</u>
	<ul style="list-style-type: none"> - Explained their role as the co-lead of the ESC to support the convener IFRC - Explained the difference of the above role with the other related to CERF

Agenda item # 3: Situation Update

Discussion	<u>UNOCHA</u>
	<ul style="list-style-type: none"> - Informed the release of Situation report #5 and distributed the copies of it - Reminded the participants of the available Inter-agency assessment form - Informed that there would be the CERF meeting at OCHA office after this meeting
	<u>Paul Davenport (on behalf of MRCS)</u>
	<ul style="list-style-type: none"> - Presented the assessment figures of MRCS .Vs. Government - Highlighted that there is not a lot difference between the two in terms of affected household figures - Gave the presentation on MRCS/IFRC Assessment & Response - Informed that as per the latest report, the funding for MRCS/IFRC response can be considered as confirmed - MRCS was assigned to specific areas by the government
	<u>Meeting Chair</u>
	<ul style="list-style-type: none"> - Presented the estimate of the coverage overview as per the data available so far - Requested the detail figures of distribution, plan and contents of the response package from all

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	<p>the participants</p> <p><u>Save the Children</u></p> <ul style="list-style-type: none"> - Had ordered 1700 tarpaulins - 50% of the above items will be in Myebon and the other 50% will be distributed in Kyauk Phyu - <p><u>UNHCR</u></p> <ul style="list-style-type: none"> - IOM has plan to purchase Tarpaulins - Advised that ESC partners should complement each other in the gaps (for example it would be good if some of the above Tarpaulins are fill to complement Save the Children kit which include only one Tarpaulin - As per the field assessment materials from the collapsed or damaged housed are mostly re-usable - Situation is not like Nargis - New organizations are not likely to be allowed - Existing organizations should be preferred to try to fill any gap - Local staff are in a much easier position to go into the field than the international staff - Relayed the information from Save the children that they have staff for the response if the funding is provided <p><u>IOM</u></p> <ul style="list-style-type: none"> - Just like the case of MRCS, they were assigned by the Government to operate in specific areas - It seems that the funding needs to fill ESC gap is around 2.2 mil (USD?). <p><u>ACTIONAID</u></p> <ul style="list-style-type: none"> - Expressed the concern that coordination has to be strengthen at local level - They needs more information on the affected data with locations and types of affect in detail - They have a specific budget and they will response in the sector as per the community real needs
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Agenda item # 4: Standards

Discussion	<p><u>Meeting Chair</u></p> <ul style="list-style-type: none"> - Informed the group about the relocation of Mr. Narendra Singh who was the focal person of TWG to Bangkok - Requested a volunteer to replace as the focal person of the TWG <p><u>IOM</u></p> <ul style="list-style-type: none"> - Would like to know whether the price estimated by the TWG for it's recommended items include the cost for logistics <p><u>Solidarites International</u></p> <ul style="list-style-type: none"> - Offered to act as the focal point of the TWG - Clarified that the prices include the transportation cost - Presented the cost & contents of recommended ES items - Distributed the latest version of the TWG recommended kits and price list - Explained the difference between the two version of TWG recommendation - Explained that the 2.5 viss of nail in the Kit table (with images) is only for one households (i.e it should be multiplied by 5 to provide for 5 household) - But the price list document has already calculated for nails with 5 households <p><u>ACTIONAID</u></p>
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	<ul style="list-style-type: none"> - Had concern that whether the temporary shelter with Tarpaulins are appropriate for the region's much colder winter than the Nargis area (delta) <p><u>UNHCR</u></p> <ul style="list-style-type: none"> - Clarified the ACTIONAID's concern by advising that Tarpaulins can be used not only for the roof and wall but for the floor in flooded or muddy situation. <p><u>All participants</u></p> <ul style="list-style-type: none"> - Would like a standardized name/terms for the emergency shelter items/kits <p><u>Information Manager</u></p> <ul style="list-style-type: none"> - Clarified the about the possible differences of each organization kit of the same names - Mentioned the possible differences of such even in the same organization from time to time citing the example of shelter kit with/without tarpaulins from MRCS Nargis relief items 		
<i>Action Items</i>		<i><u>Person Responsible</u></i>	<i><u>Deadline</u></i>
Technical working group to have another meeting on		Jerónimo CANDELA, (<u>Solidarites</u>)	Next TWG meeting

Agenda item # 5: Potential for the Informal ESC to support CREF application

Discussion	<p><u>UNHCR</u></p> <ul style="list-style-type: none"> - Reminded that CERF may not fulfil all the gaps of ESC as it is a combined system for all the sectors - CERF is likely to be confirmed by coming Monday, 8th November - Most portion of the CREF will go for foods - Not only Save the children, all the interested organizations are welcome to participate in the CERF request
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Agenda item # 6: Information Management

Discussion	<p><u>Meeting chair</u></p> <ul style="list-style-type: none"> - Stressed that the data are vital to see the actual picture of the Emergency Shelter coverage <p><u>Information Manager</u></p> <ul style="list-style-type: none"> - Explained that the data are not yet available in detail and therefore the analysis can only be done very roughly - Requested the feed back from all partners for the tracking database in excel sheet - Requested the receipt of tracking list database as the email were not working properly <p><u>Several Participants</u></p> <ul style="list-style-type: none"> - Informed that they haven't received the tracking database yet <p><u>IOM</u></p> <ul style="list-style-type: none"> - Assessment results should also be managed and analyzed - PCodes should be included in the data tracking list - MIMU data is not enough for ESC to have sector specific detail information <p><u>UNHCR</u></p> <ul style="list-style-type: none"> - UNDP has conducted the assessment and they have the data - Advised the means to overcome the communication constraint even it may seem to be a double
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	<p>task in the field and Yangon</p> <p><u>Information Manager</u></p> <ul style="list-style-type: none"> - Agreed to include the PCode in the tracking list as per IOM suggestion - Agreed to send the tracking database to everyone again - As MIMU has a general interest on all the sector it would be difficult for them to stretch their resource to go into deeper level of data in each sector - <p><u>Meeting Chair</u></p> <ul style="list-style-type: none"> - Requested to send the database on the day before the next meeting <p><u>ACF</u></p> <ul style="list-style-type: none"> - Provided the content of their NFI kit to Information Manager <p><u>MIMU</u></p> <ul style="list-style-type: none"> - Provided a baseline and assessment data sheet to Information Manager
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Agenda item # 6: AOB

Agenda item # 7: Next meeting

Discussion	It was agreed that the next meeting will be on 10th November 2010 (Wednesday) at 1400hrs at IFRC office.
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Meeting closed: 15:30hrs.

Emergency Shelter Coordination Contacts			
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