

## Minutes of Shelter/CCCM/NFI Cluster Meeting

**Venue:** UNHCR Offices in Sana'a and Amman.

**Date/Time:** Thursday, July 2, 2015 at 13:00.

**Participants:** Abs Association, Ajyal Association, AlBorak Organization, Civil Confederacy, CSSW, ECO, Hemmat Shabab Foundation for Development, Human Health, Humanity Association, IOM, IRY, Jasham Brotherhood Association, Life & Peace Coalition, Life hope foundation, MDF, NRC, ODF, RI, Sama AlYemen, Sama Al-Yemen Foundation, Seeds Association, SHS, The Right to Live Foundation for Cerebral Palsy, UNHCR, VHI, Wethaq, YRCS, ZOA

| Agenda   | Issues discussed  | Action required                               | Responsible Agency | Deadline |
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| <b>Review of minutes and action points from previous meeting</b> | Minutes from the previous meeting were reviewed with the following pending action points: <ul style="list-style-type: none"> <li>- Sama AlYemen, Seeds Association and CSN to share the needs assessment reports and the lists of IDPs in Sana'a, Marib, AlJawf Governorates.</li> <li>- Cluster Team to share the revised Standard Response Reporting Form (SRF) with partners in order to be filled with activities implemented since the beginning of the year till date.</li> </ul> |   |                    |          |
| <b>ICCM updates</b>  | Cluster Coordinator updated partners on the following points which are of relevance to Shelter Cluster and discussed during the ICCM meeting held on 30 June 2015: <ol style="list-style-type: none"> <li>1) The IDPs Response Guidance Note was once again shared with</li> </ol>  | IDPs guidance note to be shared with partners | Cluster Team       | ASAP     |

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|  | <p>partners for their comments.</p> <ol style="list-style-type: none"> <li>2) A proposal was made by OCHA for cluster to provide monthly plans, however, participants argued that the previously submitted six months plans should suffice and that there is no need to develop monthly plans.</li> <li>3) In the anticipation of the commencement of exams for grade 9 and 10 on 25 July, the issue of schools being used by IDPS as accommodation was raised. The new school year is also expected to start in September which would require that some schools should be availed for children to attend classes. It was agreed that Education Cluster shares the list of schools accommodating IDPs and prioritise the ones that are urgently needed for the exams that will start on 25 July. The issue will be raised at the next Emergency Committee's meeting.</li> <li>4) The Shelter/CCCM/NFI Cluster developed a data collection tool to gather basic information on the collective centres and settlements where IDPs are hosted with the objective to look into their needs as well to share the matrix with other clusters to help them plan the most needed interventions. Partners are encouraged to share with the Shelter Cluster any information on collective centres and settlements.</li> <li>5) The cluster is requested to provide detailed information on the assistance provided to IDPs and other affected collective with breakdown of each group.</li> </ol> | <p>Education cluster to share lists of the collective centres and settlements which are hosting IDPs.</p> | <p>Cluster Team</p> | <p>ASAP</p> |
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|                               | <p>6) The Shelter/CCCM/NFI Cluster to continue provide weekly updates to OCHA on stocks in-country and pipelines.</p>   |  |  |  |
| <p><b>Partners Update</b></p> | <p>Partners participated in the meeting highlighted the following updates:</p> <ul style="list-style-type: none"> <li>- CSSW on behalf of UNHCR assisted 324 families/ 1,742 individuals with non-food items and emergency shelter (plastic sheeting) in Maqbanah, Ash Shamayatayn, At Ta'iziyah and Dimnat Khadir districts, Taizz Governorate. CSSW has also provided rental subsidies to 50 new IDPs families in addition to 60 IDPs families who were provided with rental subsidies in Sayaon district, Hadramaut.</li> <li>- NRC has assisted 375 IDPs families in Alhodaydah, 375 IDPs families in Hajjah and 300 IDPs families in Amran with Non-Food Items. Moreover, NRC completed the housing rehabilitation project in Amran.</li> <li>- IOM has assisted 230 IDPs families with non-food Items in Al Mansura district, Aden Governorate.</li> <li>- YRCS on behalf of UNHCR has assisted 1,600 families in Khamir and Amran City districts, Amran Governorate with NFIs. Also YRCS on behalf of ICRC has assisted 200 IDPs families/ 1,400 individuals with non-food items in Damnt Khadir and Al Taizyah district, Taizz Governorate.</li> <li>- VHI is planning to cover 3,000 IDPs families with Non-Food Items in Hajjah, Hajjah City and Najrah districts. VHI were advised to</li> </ul> |  |  |  |

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|   | <p>coordinate their planned interventions and the beneficiaries' lists with the Sub-Cluster in AlHudaydah as well.</p> <ul style="list-style-type: none"> <li>- Seeds association mentioned that the local community in Marib governorate has provided blankets and mattresses to 100 IDPs families in Serwah and Ragan areas.</li> </ul>   |  |                 |             |
| <p><b>Cluster's response activities and overview of areas reached with assistance</b></p> | <p>Cluster team presented information on governorates covered with assistance by cluster members since the beginning of current crisis which was shared via email before the meeting.</p> <p>Cluster Coordinator encouraged cluster partners who have conducted needs assessments but do not have ES/NFIs stock can receive the items from other partners that have stock. Partners in possession of ES/NFIs can transport the items to distribution points or warehouses of other partners willing to effect the distribution without commitment by those in possession of ES/NFIS to to meet any further costs such as internal transportation, assessment, distribution, etc. Partners are also encouraged to coordinate locally through the Sub-Clusters as well to share the information with the cluster at the national level. The initiative was agreed by cluster partners taking into consideration the current shortage of funds.</p> <p>In addition, It was agreed that partners will share with the cluster any information on stocks in-country or in-pipeline.</p> | <p>Cluster partners to provide information on the current stocks in-country or in-pipelines.</p> | <p>Partners</p> | <p>ASAP</p> |

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| <p><b>Revision of Shelter/CCCM/NFIs Cluster Strategy</b></p>   | <p>Cluster Coordinator presented the cluster strategy for 2014 and the plan to update the cluster strategy for 2015.</p> <p>It was agreed that the cluster team will work on updating the 2015 cluster strategy based on the revised YHRP 2015. The draft strategy document to be shared with partners for comments.</p>  | <p>Cluster to share with partners the 2014 Shelter/CCCM/NFIs Cluster Strategy.</p> <p>Cluster to share with partners draft 2015 Shelter/CCCM/NFIs Cluster draft Strategy for review and comments.</p> | <p>Cluster Team</p> <p>Cluster Team</p> | <p>ASAP</p> <p>ASAP</p> |
| <p><b>Development of SOPs/Criteria for the distribution of NFIs, Emergency Shelter and provision of Rental Subsidy</b></p> | <p>Cluster Coordinator highlighted the need to develop SOPs/Criteria for the distribution of NFIs, Emergency Shelter and the provision of Rental Subsidy.</p> <p>It was agreed that the cluster team will prepare draft version of the SOPs/Criteria for the distribution of NFIs, Emergency Shelter and the provision of Rental Subsidy. The draft version will be shared with partners for comments. In the meantime, partners are requested to share any existing SOPs/Criteria which are being used by individual partner agencies.</p> |   |   |                         |
| <p><b>Mapping of Collective Centres and Settlements</b></p>  | <p>Cluster team presented the matrix on collection of information on the collective centres and settlements that host IDPs families.</p> <p><b>UNHCR</b> pointed out the importance of having a cluster plan for IDPs hosted in schools who might at some point asked to vacate those schools by host community due to the commencement of the new school year.</p>   | <p>Partners to help populate the matrix by providing information on collective centres and settlements in the governorates they work</p>  | <p>Partners</p>                         | <p>ASAP</p>             |

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|   | <p><b>The Right to Leave association</b> is recommending the provision of rental subsidies for IDPs families rather than the renovation/rehabilitation of community centres which would provide protection, dignity and privacy for the people of concern.</p>   |   |                     |             |
| <b>Post Distribution Monitoring (PDM)</b> | <p>The cluster discussed the importance of conducting Post Distribution Monitoring (PDM) exercise. It was agreed to coordinate with volunteer partners to test the existing cluster NFIs Post Distribution Monitoring form and provide recommendation to the cluster for any amendment/feedback in the cluster form.</p>   | <p>Cluster team to share the cluster NFIs Post Distribution Monitoring (PDM).</p> | <p>Cluster Team</p> | <p>ASAP</p> |
| <b>AOB</b>                                | <p><b>Cluster Plan for the Humanitarian Pause 2</b></p> <p>Cluster Coordinator provided an overview of the cluster’s plan for the humanitarian pause 2 and encouraged partners to provide information on activities planned to be implemented during the pause which is expected to commence on Friday.</p> <p>YRCS mentioned their plan to distribute Non-Food Items and Emergency Shelters assistance to cover 250 IDPs families in Kharif and Jabal Yazid districts in Amran Governorate.</p> |   |                     |             |
|   | <p><b>Identified needs for Non-Food Items and Emergency Shelter assistance (during the past week):</b></p> <ul style="list-style-type: none"> <li>- Abs association identified 122 IDPs families in Midi and Abs districts in Hajjah Governorate.</li> </ul>   |   |                     |             |

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|  | <ul style="list-style-type: none"> <li>- Jasheem association identified 160 IDPs families in Kharif district, Amran Governorate.</li> <li>- Seeds Association identified 70 IDPs families in Shuaeb area and 45 IDPs families in AlHasha area in AIDhale'e Governorate.</li> <li>- Ajeal Association identified 137 IDPs families in Thula district, Amran Governorate.</li> <li>- Humanity Organization identified 599 IDPs families in Dhamar, Raymah, Ibb and Sana'a Governorates.</li> </ul> |  |  |  |
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## List of Participants:

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