

Shelter/CCCM/NFI Cluster Meeting Notes

Venue: UNHCR Office in Sana'a.

Date/Time: Wednesday, March 30, 2016 at 10:00 AM.

Issues discussed	Action required/carried out
<p>1. Introduction and Ground Rules</p>	
<p>2. Review action points from previous meeting Action Point 1: IOM and Wethaq Foundation will share assessments done by their partners on Taiz with Cluster which will be circulated to the partners.</p>	<p>Outstanding – IOM & Wethaq Foundation</p>
<p>Action Point 2: CSSW and LMMPO to share the needs assessment reports which carried out during the previous months.</p>	<p>Assessment report to be shared- CSSW & LMMPO</p>
<p>Action Point 3: Prepare preliminary NFIs PDM report</p>	<p>Pending- Coord Team</p>
<p>Action Point 4: Update the cluster meeting calendar for the national and sub national clusters.</p>	<p>Pending- Coord Team</p>
<p>Action Point 5: Draft advocacy statement for the cluster.</p>	<p>Pending- Coord Team</p>
<p>3. Displacement in Darwan area, Hamdan district In response to a letter shared by the local authorities, the Coordination team made an announcement on behalf of UNHCR to cluster partners for those willing to conduct needs assessment and distribution with no cost to be claimed and UNHCR will be responsible for providing and transporting the NFIs</p>	<p>Contact the Coordination Team- Cluster Partners</p>
<p>4. Strategic Advisory Group (SAG) The Cluster Coordination Team presented the discussion undertaken in the previous SAG meeting and demonstrated the drafted work plan.</p>	<p>Draft work plan in Arabic and English Languages to be shared- Coordination Team.</p>
<p>5. Gender Training The Cluster Coordination Team will organize the first training next week for 25 participants with only one representative per agency.</p>	<p>Training arrangement to be discussed with the gender focal points- Coordination Team</p>
<p>6. AOB a) Needs Assessment The coordination team briefed participants about the upcoming inter-agency needs assessment in Hajjah which will be carried out with support from Reach initiative. b) Next Meeting The coordination team informed partners of the next meeting scheduled on 10th April in IOM's office.</p>	<p>Update partners on the preparation progress of the needs assessment in Hajjah- Coord Team</p>

List of Participants:

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