

Shelter/CCCM/NFI Cluster Meeting Notes

Venue: UNHCR Office in Sana'a.

Date/Time: Sunday, May 5 2016 at 10:00 AM.

| Issues discussed | Action required/carried out |
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| 1. Introduction and Ground Rules | |
| 2. Review action points from previous meeting | Follow-up required with Wethaq Foundation. |
| Action Point 1: Wethaq Foundation will share report of assessments completed in Taizz. | |
| Action Point 2: Gender training programme to be organized in June upon the arrival of Ms. Deborah. | Training to be organised for June. |
| Action Point 3: Humanitarian Forum Yemen will share a summary report about the situation in Taizz. | The Forum representative to send summary report that can be further shared with other clusters. |
| Action Point 4: Cluster partners to share any photos/videos with the cluster and IOM will compile and share draft of the advocacy video with cluster to be further circulated with cluster partners for feedback. | Follow-up required with IOM. |
| Action Point 5: TFPM team is invited to make a presentation about the work of the TFPM and the regular reports. | TFPM team will make presentation in the next meeting. |
| 3. Protection Mainstreaming The Protection Cluster delivered basic presentation about the protection mainstreaming. | PPT to be circulated with cluster partners. |
| 4. Information Management The Cluster Coordination Team presented the collective centers and settlements form which included slight addition to improve the quality of data to be collected. Agencies were encouraged to submit the reports timely as agreed in the previous meeting. The Cluster Coordination Team will work on processing, analysing and developing IM products which will be shared on monthly basis. | The Cluster Coordination Team will circulate the reporting forms and organize a training programme/refreshing session on the use of IM tools upon partner's request. |
| 5. Revised cluster strategy The partners agreed to the following plan: <ul style="list-style-type: none"> - The revised strategy to be drafted by the Cluster Coordination Team. - The SAG will provide their feedback on the drafted version. - The Cluster partners and Global Clusters will provide their feedback. | The revised draft strategy to be circulated for feedback by the SAG, Cluster partners and the Global Cluster. |
| 6. AOB a) Meeting Venue Two months ago, It was agreed to alternate the meeting venue between UNHCR and IOM offices for a period of two months and revisit the decision at the end of the period. The partners suggested to establish a survey and to be circulated; the decision to be based on the results. b) Announcement of a new Cluster Coordinator Sahdia Khan will be arriving early next month. | A survey on the meeting venue will be circulated. |

List of Participants:

| Agency | Name | Title | Phone No | Email |
|---|------------------------|--|-------------------------|--|
| Cluster Coordination Team | Graham Eastmond | Cluster Coordinator | 712225114 | coord.yemen@sheltercluster.org |
| | Monir AISobari | Senior Cluster Coordination Associate | 712225045/ 737752155 | AISobari@unhcr.org |
| Danish Refugee Council (DRC) | Taj Sultana | Emergency and Early Recovery Coordinator | 739133299 | t.sultana@drcyemen.org |
| SDF | Arzaq Al-Najjar | Program Assistant | 739255514 | a.arzaq@sdfyemen.org |
| Hope of the life | Zaid Hannaf | Translation officer | 777905917 | zaidhannaf@gmail.com |
| Ocsana for Development | Najwa aladhi | Chairperson | 733890483 /777290053 | Najwa42001@hotmail.com |
| PJDA | Dr. Ahmed Edres | G. Manager | 777712420 | Alfa3@yemen.net.ye |
| CSSW | Mona Alhajri | Project officer | 771394708 | dr.mona3@yahoo.com |
| Raf foundation | Nabilsofan | Managre | 771255504 | Sofan5555@gmail.com |
| Ib AlYemen Foudnation | Haif Qanaim | Training Manager | 770771988 | haif.iohd.ye@gmail.com |
| AZM Foundation | buthaina Mufaddil | Manager of Women affairs | 771102121 | buthbntm@gmail.com |
| RASD | Sumiya Ahmed | International relashins | 774353853 | ssuu64343@gmail.com |
| nfdhr | fares hameed | shelter coordinator | 730190818 | fabdullah@nfdhr.org |
| SYDF | Nawal EsmailAl-Dhahebi | Programs Director | 733285856 | samayemen72011@hotmail.com |
| Yemen Red Crescent | Mohamed Yahya Sawlan | Disaster Management Coordinator | 733630081 | sawlan.mohamed@gmail.com |
| IOM | Ammar | Project Support and Reporting Assistant | 739633930 | aalfakih@iom.int |
| Wethaq Foundation for Civil Orientation | Maha Al-Maktari | Project Coordinator | 736448775 | mahaalmaktari11@gmail.com |
| MASD | Foad AlHabri | Executive Director | 777298279 | masd.thamar@gmail.com |
| Life Makers Meeting place | harith Aleryani | General Relationship | 777573133 | haritheryani@hotmail.com |



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|---|----------------------------------|---|-------------------------|--|
| INTERSOS | Federica Gino | Project Manager | 711180134 | pm.idps.yemen@intersos.org |
| Vision Hope International | Nabila Rajeh | Programs Assistant | 770954255 | Nabila.al-aliyi@vision-hope.org |
| Mozn charitable , social and developmental foundation | zakaria almahbashi | Relief official | 771336335 | zakaria@mozn-ye.org |
| AOBWC | Amat alkream Ali | Representative of Organization | 773676737 | lights_7736767@hotmail.com |
| Naseem AlKhair | Asma Shiaban | Chairperson | 770277215 | nasseamalkir@gmail.com |
| UNHCR | Nassir Mohammed | Field Officer | 712225012 | mohamnas@unhcr.org |
| OCHA | Osaid AlMarwani | Humanitarian Affairs Officer | 712222834 | almarwani@un.org |
| Tamdeen Youth Foundation | Dhiyazan Abdulmajeed M.Al-Hakimi | Humanitarian Assistance specialist | 734808757/ 777327000 | yazan_ye@hotmail.com |
| ProCap | Dalia Aranki | ProCap: Senior Protection Cluster Coordinator | 712225085 | ARANKI@unhcr.org |
| Protection Cluster | Safa Algahoum | Protection Associate | 712225041 | algahoum@unhcr.org |
| EXU | Abdullah Yahia AlWashali | Liaison Associate | 736230181 | abduhyahia15@gmail.com |
| YRC | Yusouf AlMosabi | Emergency Coordinator - Raymah | 712105697 | Almosabe123@gmail.com |
| RI | Amira AlTholaya | Data Management Officer | 777497900 | amira.altholaya@ri.org |
| The Coalition Of Humanitarian Relief | Helal ahmed ghanem asaad | coordinator of CHR | 700749744 | helal20012@hotmail.com |