

Shelter/NFI Technical Working Group (TWiG) Bhamo, 3 July 2015, UNHCR Office, Bhamo

Meeting Agenda

NFI (winter items distribution)

Objective of the meeting and points for consideration

Review of 2014 UNHCR winter NFI distribution

Analysis of the assessment format

Shelter

Tool kit manual/guide (draft)

Review of shelter gap consolidated

Metal structure construction (guidelines)

Update of new Twin Shelter Design

AOB

The meeting was attended by seven organizations (MRCS, IOM, Shalom, KMSS-MKN, KBC, Plan-Myanmar and UNHCR), 13 individuals.

Agenda Items	Discussion	Action/Actor/Date
<p>NFI winter items distribution</p>	<p>The meeting began with the UNHCR presenting <u>the background to the NFI winter distribution, with the objectives and key points to consider as follows:</u></p> <p>To develop an assessment tool that would map the needs and gaps of the winter NFI distribution regarding the list of prioritized camps. The assessment will aid the cluster in determining the needs for upcoming winter NFI distribution.</p> <p><i>Key points to consider for the NFI distribution</i></p> <ol style="list-style-type: none"> 1. The lack of funding for the NFI budget could mean that the proposed distribution to such a large population might not be possible. 2. Different agencies, including the UNHCR, distributed a variety of NFI items last year. Careful consideration will need to be taken in counting and assessing which NFIs were distributed. 	<p><u>Action points:</u></p> <p>Key points to consider are whether this format will serve only NFI winter item needs and gaps - with the specific target groups and prioritized camps - or whether the assessment should consider general</p>

3. Different geographical areas might have different needs, and therefore assessing the most suitable winter NFIs will have to be taken into consideration.
4. Distribution to all the camps is not possible, so mapping of prioritized areas, such as those with a severely cold climate, will need to be considered.
5. Last year the UNHCR winter items were identified and distributed based on high altitude areas. These areas were then divided into four prioritized categories. The target beneficiaries were adult men, adult women and children.
6. Regarding this year's distribution, there needs to be an assessment of what categories to prioritize as well as considering the distribution of new winter items or the re-stocking of last year's items.
7. There must be access to analysis regarding the transportation to and from remote camps. Information on temporary NFI storage capacity, before the distribution takes place is also needed. There also needs to be an identification of high level security risk areas where transport access is impossible but where the use of voucher systems could be an option. The experience last year of cross-line missions was not very reliable when it came to transportation. The travel authorization of the cross-line might change, however, due to expectations.
8. A voucher system is an option but safe market access, border pass access, cash transfers and the quality of materials must also be considered.
9. The newly increased IDP population, which has not received NFIs yet, must also be taken into consideration.

Time frame for Winter Items distribution

- An analytical report must be written to identify beneficiary groups, estimated populations as well as the winter items selected. This process should commence in June.
- A first draft of this report must be ready for July, with the aim of finalizing the document in September.

NFI tracking as well as monitoring, which would include winter NFI cover. If the latter one is selected, an assessment will be conducted at all accessible camps and then serve as baseline data for all NFI partner organisations. The draft of the NFI assessment format will be discussed in the NS cluster meeting on 10th July, and the Bhamo meeting on 22nd July. All the inputs from these meetings will be reflected in the finalized format. Camp management agencies will propose a target distribution camp list.

- Transportation and NFI distribution to start from November.

Methodology of data collection

- CCCM area facilitator/coordinator will be responsible for liaising with the CCCM FP
Expected information to come from: CMC/Men’s Group/Women’s Group/Youth Group

Proposed Target beneficiaries

- ✓ The proposed target beneficiaries will be those individuals identified as being the *most* vulnerable.
- ✓ It will also include selecting specific target areas: such as areas that are isolated or possess a cold climate. E.g. (Priority 1 and Priority 2 camps)

Identification of Winter NFIs

- ❖ Identifying what type of materials to include in the assessment is important; only essential needs are to be met by a specific NFI distribution, in order to promote dignified living standards and eliminate life threatening factors.

UNHCR IM staff presented last year’s winter NFI distribution data, including general NFI distribution and tracking table:

- To understand what has been distributed when, and if any items are still in use or, equally, not in use anymore.
- To understand how useful the NFI items were, and to identify the most useful ones. This can then be cross-checked with previous information on items that are not in use. The prioritization of replenishment might be a helpful approach.
- Gather very basic information on market access, keeping in mind the possibility to look at a voucher system.
- Understanding the needs for winterized NFIs only for Priority 1 and Priority 2 camps.

<p>Shelter</p>	<p><u>Tool kit manual/guide (draft)</u> The draft of the tool kit manual/guide was presented and discussed with the shelter partners, with some changes in terms of beneficiary identification and the common sharing of the tools.</p> <p><u>Review on shelter gap consolidated</u> The consolidated shelter gap data, acquired from shelter partners, was presented in the meeting and reviewed in favor of being implemented in the second phase of 2015.</p> <p><u>Metal structure construction (guidelines)</u> Based on previous experiences of metal (structure) shelter construction, there were some weak points that were flagged up by the UNHCR shelter engineer during the construction process. It will now be a requirement that the shelter contractor undergoes an orientation briefing, conducted by the UNHCR and IP engineer, on important technical issues regarding metal shelter construction. This practice should start from the 2015 second phase of construction.</p>	<p><u>Action points:</u></p> <p>Modified tool kit manual/guide will be proposed to the National Cluster Coordinator to review and finalize. UNHCR shelter engineer will prepare a shelter priority list for 2015 construction. This will be shared in the upcoming cluster meeting in July.</p>
		<p><u>Action point:</u></p> <p>Shelter implementing partners will inform the UNHCR engineer when they reach a construction agreement with selected</p>

		contractors (this is only concerning metal structures).
	<p><u>Update of new Twin Shelter Design</u> A new finalized design has been proposed to the Global Shelter Cluster for reviewing.</p>	<p><u>Action point:</u> The latest update of the new Twin Shelter Design will be shared in the next Cluster meeting.</p>
AOB	Next Cluster meeting will be held on 27th July 2015	<p><u>Action point:</u> In the upcoming Cluster meeting, proposed for 27th July 2015, the NFI assessment form will be finalized.</p>