



Shelter Cluster Cameroon SW/NW – Meeting Minutes			
Meeting:	Shelter Cluster		
Date:	20.11.2018	Time:	10-12 AM
Meeting Facilitator:	Mamen Sancha Fredrick Hanga	Location:	Buea, SW
Minutes Prepared By:	FH	Location:	UNHCR, Office
<p>Participants: (31 and 26 agencies) ADA, AMEF, BAWAC, CAWI, CARITAS KUMBA, CHRDA, COHEB, DMF, DRC, EPDA, FOCHIWE, FRP, GECORPS/ JONGOHUB, GFDLP, GWC, IRC, IYEC, LUKMEF, MWDA, NRC, PEP Africa, UNHCR, UNICEF, UNOCHA, VAC, YDC</p>			
Agenda			
<ul style="list-style-type: none"> • Introduction & round-table • Shelter Cluster Strategy and TORs • Presentation of IM products and follow up of 4W • Presentation of the harmonized NFI list • Others • AOB 			
Notes, Decisions, Issues			
Introduction & round table			
All agencies representatives presented themselves and their agencies. The agenda for the meeting was shared and agreed on.			
Shelter Cluster Strategy and TORs			
The latest versions of the Shelter Cluster Strategy and ToRs will be shared with partners for final inputs and considered endorsed by SC members by 23 rd of November if there are no objections.			
<u>Strategic Advisory Group formalization:</u>			
The criteria for joining the SAG was clearly defined to partners that are active in shelter/ NFI response.			
Since the number of UN agencies and international NGOs members of the SC is low, there is no need for election for these positions.			
For the representation of the LNGOs in the SAG, an election was conducted through a secret ballot after four LNGOs indicated their interest to become members of the SAG.			
Partners were given a chance to explain why their organizations were the best candidates for being part of the SAG. After voting and the votes counted, PEP Africa and EPDA emerged top and will represent the LNGOs in the SAG for a period of six months.			
The election of the 2 LNGOs active in the NW region will be done in the first SC meeting in Bamenda.			
Presentation of IM products and follow up of 4W			
The IM typology and IM tools including the 4W was presented. Infographics of the data collected from the 4W was shared with partners' inputs and they were reminded to share their 4W for those			



who hadn't submitted yet. A total of 12 partners shared their inputs and 3 more committed to share theirs by CoB.

Partners agreed on sharing their assessments on shelter cluster website.

Maps of the presence of actors, NFI/ Shelter cluster presence were shared and discussed with the partners on the improvements and missing information that may be included.

Partners were encouraged to join the IM TWIG and share the names of the focal points who would like to join the IM TWIG and attend an IM training in the coming days.

Presentation of the harmonized NFI list

The results from the TWIG on NFI / Shelter kit content harmonization were shared.

The agreed minimum NFI kit and the complimentary had been previously shared with the partners and no objections were received. It is endorsed by the Shelter Cluster in this meeting.

The TWIG on NFI and Shelter kits content will continue for the design of different shelter kits.

For the moment the only 2 types of shelter kits included in the SC partners responses are:

- Light shelter kit: 1 tarpaulin + rope
- Standard shelter kit: 1 tarpaulin + rope + tools + nails

It is questioned if only one tarpaulin per household would be enough to accommodate shelter need at same time fight danger of attack from wild animals such as snakes and scorpions.

It is also questioned how easily portable would be such a big quantity of items.

It was agreed for the moment, displaced population prone to multiple displacements will be provided 1 tarpaulin for household with 6 members or less and 2 tarpaulins for those households with 7 and more members.

Others

Organizations were informed about the work of the cash working group in Yaoundé. Their cash transfer programming document will be shared with the partners with some lessons learnt from the far north.

It was highlighted the need of continuation on the advocacy to improve acceptance of cash transfer programming towards local/national authorities, specifically the use of vouchers for this specific moment.

The SC partners were kindly asked to share the prioritization and vulnerability criteria, scoring cards or any other relative material that could be useful for the preparation of a harmonized criteria in this aspect.

AOB

The HoO of OCHA is leaving this week.

The Humanitarian coordination meeting will be held on Friday.

Action Items

Action	Responsible	Due Date
The Shelter Cluster ToR to be shared for final inputs	Cluster Coordinator	With MoM
Final comments to ToR, SC Strategy	SC partners	23-Nov-2018
Endorsed NFI kit content to be uploaded to the SC website	IM Officer	ASAP
SC partners shared assessments to be uploaded to the SC website	IM Officer	ASAP



Tarpaulins technical specifications and guide for use to be shared with SC partners.	Cluster Coordinator	ASAP			
National cash working group document to be shared with SC partners	Cluster Coordinator	ASAP			
Consolidated 4W to be shared	IM Officer	Next week			
Next Meeting					
Date:	(TBC)	Time:	10AM	Location:	UNHCR, Buea
Objective:	Shelter/NFI Cluster bi-monthly meeting in Buea				