

| Shelter-NFI / WASH Cluster Cameroon SW/NW – Meeting Minutes | | | |
|---|--|-----------|--------------|
| Meeting: | Shelter/ WASH Cluster | | |
| Date: | 13.12.2018 | Time: | 1:00 |
| Meeting Facilitator: | David Alford (WC) Aurore Geiser (REACH) Mamen Sancha (SC) Fredrick Hanga (SC) | Location: | Bamenda, NW |
| Minutes Prepared By: | FH | Location: | PLAN, Office |
| <p>Participants (27): CARACHARITY, COHESODEC, COMINSUD, CREDA, CUAPWD, FGI, FREE EARTH, GREEN PARTNERS, HEDECS, IDF, INTERSOS, IVF CAM, IVSPD, LUKMEF, PAID-WA, PEP AFRICA, PLAN, POSTIVE VISION, REACH, SHUMAS, SPAFCD, SUDAHSER, UNHCR, UNICEF, UYO, WFP, WVED, YOP</p> | | | |
| Agenda | | | |
| <ul style="list-style-type: none"> • Introduction & round-table • The Cluster Approach • NW/SW WASH Cluster • Shelter NFI/ WASH Assessment • Shelter/NFI Cluster Presentation • IM Presentation • AOB | | | |
| Notes, Decisions, Issues | | | |
| Introduction & round table | | | |
| <p>All agencies representatives presented themselves and their agencies. The agenda for the meeting was shared. The partners were given a presence form to indicate where they are working on a sub-division level.</p> <p>In this particular occasion, due to the participants time constraints, the fact that it was the first cluster meeting with them and coincidence of many of them in the wash cluster and the shelter cluster, the meeting for both clusters was organized jointly.</p> | | | |
| The Cluster Approach | | | |
| The cluster approach was defined and explained to the participants. | | | |
| NW/SW WASH Cluster | | | |
| <p>Following on from the Cluster Approach presentation, several key pieces of work are underway to lay the basis for the WASH coordination platforms in the NW and SW. These represent initial drafts that will be circulated for comment by all partners, and set the ground to move the Cluster forwards in 2019.</p> <p>To be able to provide a more solid evidence-base for the WASH needs and response, work has been initiated on common core indicators / questions – these are not intended as a standard tool, but rather a common bank of indicators and questions that can be drawn on</p> | | | |



for future assessments and monitoring by WASH partners. The initial draft have already been used in IOMs DTM and the REACH joint Shelter/WASH assessment. Once completed, feedback from these exercises, alongside comments from WASH partners will be used to update the framework before its promotion to all WASH partners.

To be able to get an overview of existing capacities of actors interested in WASH, to inform future capacity-building for the Cluster members, and to support advocacy, a capacity-mapping exercise will likely be implemented by online survey. While the survey may be circulated this year to all WASH / Shelter partners, the analysis / completion will likely come early next year.

A draft Strategic Operating Framework has been developed and will be circulated to all WASH partners in the NW/SW for comments. This sets out priority activities and standards across the WASH sub-sectors, and for different phases of the response, and will include the outputs of future technical working groups. The document is expected to be a living-document, and will be updated in 2019 based on comments received from partners and on the results of the assessments (above). It should be noted that the SOF will remain the reference document for the Cluster, from which future Humanitarian Response Plan inputs will be pulled.

The Global WASH Cluster deployed the WASH coordinator to Cameroon in mid-November, and time constraints have limited his ability to properly engage the NW actors. In 2019, a 2-person team will be present, and will seek to establish a Strategic Advisory Group for the NW who can support the roving coordination team onsite.

Shelter NFI/ WASH Assessment

REACH initiative was introduced and the main purpose of the assessment was clearly stated. The geography, population groups and the number of assessments to be covered were mentioned.

A partner asked the question on persons with disabilities and how their needs will be met and it was stated that the initial part of the emergency the DTM will be able to captures different needs including the disabled will be catered.

SHUMAS stated on the assessment they have conducted and will share the assessment to support the ongoing assessment.

Shelter/NFI Cluster Presentation

The Shelter cluster general structure was presented to the participants, as well as the key documents already developed: the shelter cluster strategy and ToRs. There were 5 organizations in the meeting that participated in the Strategy workshop.

It was explained the SC strategy is a living documents and it will be reviewed as many times as necessary.

The ToR and Shelter Cluster Strategy will be re-shared with NW shelter cluster partners for them to inputs for potential revisions.

The 2 organizations representing the NW partners in the SAG will be elected in the next meeting in January 2019 among the partners interested. Organizations interested in becoming part of the SAG were advised to send their request to the Cluster coordinator by e-mail.

The members were asked to share their perception about the % on the population groups and it was agreed that there are some changes needed to be changed. The general perception was there were some cases of displaced population currently renting accomodations also in the NW region.

It was presented the NFI kit composition harmonized within a TWIG in Buea, and it was explained the process and reasons why the items were selected as well as the current

composition of the light shelter kit and standard shelter kit. It will be shared with the SC partners and the inputs from their post-distribution monitoring activities related to NFI will be considered for its revision.

The shelter kits were discussed extensively and the partners were given the differences and questions were asked on the contents and in details.

IM presentation

The members were introduced to information management its typologies and some of the tools used in coordination.

The 4W was described intensively and partners were encouraged to provide their input on the 4W. Members raise questions on the absence of their names in some of the locations and committed to provide their input to be included in the next 4W release for the NW region.

AOB

Partners to share the contacts of actors in NW region.

The contents of the NFI, Shelter and Dignity kit were extensively discussed and it was explained that it's an ongoing process that is being updated but the minimum kit is the minimum.

Partners also raised some of the triggers of displacement and were concerned that solutions are not coming as fast as possible as more people are being displaced.

Action Items

| Action | Responsible | Due Date |
|--|--------------------------|------------------|
| Share the WASH Strategic Operation Framework, along with a technical WASH package of reference materials | WASH Cluster Coordinator | End of this week |
| Share the NFI/ Shelter cluster strategy, ToRs and NFI kit | Cluster Coordinator | End of this Week |
| The IM will share 4Ws for partners to input | IM Officer | End of this Week |

Next Meeting

| | | | | | |
|------------|-------------------------------------|-------|------|-----------|-------------|
| Date: | TBC | Time: | 10AM | Location: | UNHCR, Buea |
| Objective: | Shelter/NFI Cluster meeting in Buea | | | | |