

MEETING NOTES

- *Emergency Shelter/NFI Cluster WG Meeting*
- *Venue: UNHCR Office (16 Lavrska Str.)*
- *Date: May 18th, 2015*

Emergency Shelter/NFI Cluster Working Group meeting

Agenda

1. Introduction, presentation of participants; 5 min - Igor
2. Review of the previous meeting decisions, 5 min – Andrii
3. Update on recent statistics & decentralization of coordination, 5 min – Katya&Andrii
4. Presentation of the core cash assistance PDM questionnaire, 5 min - Dana
5. Shelter/NFI Cluster strategy, Cluster ToR presentation, 20 minutes – Igor, Fred
6. Briefing on contingency planning exercise, follow up actions discussion, 20 min - Igor
7. Updates from Participants (Shelter, NFI, Cash); 35 min
8. AOB; 5 min

ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
Send draft 3W to all partners for comments by Friday (22 May 2015) COB	Cluster team	done
By the next meeting prepare draft detailed 3W maps per district for Donetsk, Luhansk, Kharkiv, Dnipropetrovsk and Zaporizhzhia	Cluster team	By next meeting
Reconsider changing terminology, especially with regard to “Negative evolution” on displacement maps	Cluster team	ASAP
Cluster team to share “Common PDM questions for multi-sectoral cash” document	Cluster team	done
All Cluster partners to provide feedback on the questionnaire	Cluster partners	by Friday (22 May 2015) COB
Cluster team to share draft Shelter/NFI Cluster Strategy and ToR of the Cluster for feedback	Cluster team	done
Cluster partners to provide feedback on Strategy and ToR by Friday (22 May 2015) COB	Cluster partners	by Friday (22 May 2015) COB
Cluster partners to express interest in participation in CCCM technical working group by next meeting	Cluster partners	By next meeting
Cluster team in cooperation with other Clusters will update the warehouse for contingency online form to meet the needs of other Clusters in collecting information on stock level of Cluster partners	Cluster team in cooperation with other Clusters	By next meeting
Cluster team together with Cluster partners in cooperation with other Clusters concerned to follow-up on displacement tracking system in case of sudden IDPs influx	Cluster team, partners, other Clusters	By next meeting

AGENDA ITEM 1 - Introduction, presentation of participants

All the participants have presented themselves briefly. All the newly arrived were suggested to provide contact details for the contact list.

AGENDA ITEM 2 - Review of the previous meeting decisions

The majority of decisions from previous meeting were successfully implemented. Pending action points:

- Finalize 3W map (per region)
- Prepare detailed 3W maps per district for Donetsk, Luhansk, Kharkiv, Dnipropetrovsk and Zaporizhzhia

ACTION POINTS:

- Send draft 3W to all partners for comments by Friday (22 May 2015) COB.
- By the next meeting prepare draft detailed 3W maps per district for Donetsk, Luhansk, Kharkiv, Dnipropetrovsk and Zaporizhzhia

AGENDA ITEM 3 – Update on recent statistics & decentralization of coordination

As usual there were several maps presented at the meeting:

- 1) Kharkiv region: only Zmiivskii district shows decrease in number of registered IDP population over the month. The usual growth is observed along the road from Donetsk/Luhansk regions to Kharkiv city.
- 2) Donetsk region: for the first time decrease is observed in Artemivskii district, while for the rest of the region increase is moderate. Surprisingly low level of increase is in Kostiantynivskii, Oleksandrivskii and Dobropilskii districts.
- 3) Dnipropetrovsk: For the majority of districts with low level of IDP population there is decrease observed with regard to IDP registered population. At the same time the usually observed high increase is not observed in eastern districts (bordering Donetsk region and usually having significant, comparably to other parts of the regions, increase). Dnipropetrovsk city, Dniprodzerzhynsk, Nikopol and Pavlohrad as cities have increase.
- 4) Luhansk: Significant increase in all districts under control of the GoU, especially in cities like Sieverodonetsk, Lysychansk and Rubizhne.
- 5) Zaporizhzhia: While there is only one district with decrease in number of registered IDP population, higher increase is observed in city of Zaporizhzhia, Berdiansk and Berdianskii district and Melitopol.

ACTION POINTS:

- Reconsider changing terminology, especially with regard to “Negative evolution” on displacement maps.

AGENDA ITEM 4 - Presentation of the core cash assistance PDM questionnaire

As a result of Cash assistance Post Distribution monitoring report ([see here](#)) it was recommended that “*a standard PDM questionnaire is adopted to allow for comparative analysis peer review to identify best practice and lessons learnt*”. Several meetings were held this before which resulted in the development of the core questionnaire.

It contains 4 sections, namely: 1) Personal information, 2) Displacement status, 3) Collection of cash, 4) Use of cash.

All the partners are encouraged to provide comments/suggestions and recommendations by the next meeting, where the final text will be endorsed.

While the recommended questionnaire is for cash PDM, the question arose about any possible standardization in the field of in-kind post distribution monitoring. During discussion it was agreed that first two Sections of Common PDM questions can be used as a minimum for in-kind PDM.

The other important issue is minimum sampling for monitoring. It has been noted that PDM showed agencies were choosing drastically different sampling sizes. Minimum recommendations in this regard would be highly appreciated. The other details is how sampling should be stratified (i.e. phone survey & home visits). The general understanding was that 95 % confidence level is enough and should be used as a standard by all agencies.

ACTION POINTS:

- Cluster team to share “Common PDM questions for multi-sectoral cash” document
- All Cluster partners to provide feedback on the questionnaire by Friday (22 May 2015) COB.

AGENDA ITEM 5 - Shelter/NFI Cluster strategy, Cluster ToR presentation

Draft Shelter/NFI Cluster Strategy has been presented to the participants. As the currently valid strategy was developed and endorsed in October 2014, many changes took place since that time.

A particular focus has been made on Cluster deliverables and co-chair arrangements for decentralization of coordination. The presented Cluster Strategy and ToR will be shared with all Cluster partners for inputs and feedback by the end of the week.

The Cluster team is working on a detailed damage assessment form to standardize minimum level of information recommended to collect before shelter interventions. Housing, Land and Property rights thematic become extremely important in this regard.

Beginning of summer there is end of school year, which can possibly trigger further development of the displacement: parents will have fewer ties to a place of actual residence and might either return home and/or go for summer vacation / change place of residence. This may change displacement situation. Administrations of some cities in NGCAs and population staying there have an impression that more people with the end of school year will return back home, especially when savings have significantly depleted, with limited access to employment.

Decentralization of coordination has been discussed. As the first co-chair would cover Northern Donbas (as defined in the ToR), next planned stage is Southern Donetsk and Zaporizhzhia, while Donetsk NGCA, Kyiv city and region would be covered by UNHCR. If there is an interested partner that has the capacity and interest to cover any other regions it is encouraged to express the interest.

CCCM (Camp Coordination Camp management) technical working group has been discussed during the meeting. This could become a platform for best practices and lessons learnt

consolidation with regard to Collective Centres experiences in Ukraine. All the interested organizations are encouraged to express their interest before the next Cluster meeting. At the next Cluster meeting the subject will be discussed again and the decision to be taken in close coordination with Protection Cluster.

ACTION POINTS:

- Cluster team to share draft Shelter/NFI Cluster Strategy and ToR of the Cluster for feedback
- Cluster partners to provide feedback on Strategy and ToR by Friday (22 May 2015) COB.
- Cluster partners to express interest in participation in CCCM technical working group by next meeting.

AGENDA ITEM 6 - Briefing on contingency planning exercise

During the previous several weeks a contingency exercise took place at inter-cluster level. The final contingency plan for several reasons would have restrictive use. The chosen for the contingency planning scenario has been presented to the partners (Factsheet with main figures to be shared). Cluster team continues working on better and more detailed mapping of possible affected population in case of deterioration of the situation.

As it has been agreed during contingency planning workshop, online update form for warehouses developed by the Shelter/NFI Cluster will be used by other Clusters. This would allow making updates on all stock through a single form. This is an important part of preparedness measures to monitor and regularly update warehouses that partners have and together with their stock level.

The other important part of the preparedness and then response is population tracking. Preparedness actions are required to build SES and humanitarian partners' capacity in order to set-up a displacement tracking system in case of sudden IDPs influx triggered by the on-going conflict in the East. State Emergency Service of Ukraine has a capacity and will be involved in population movement monitoring.

ACTION POINTS:

- Cluster team in cooperation with other Clusters will update the warehouse for contingency online form to meet the needs of other Clusters in collecting information on stock level of Cluster partners;
- Cluster team together with Cluster partners in cooperation with other Clusters concerned to follow-up on displacement tracking system in case of sudden IDPs influx.

AGENDA ITEM 7 – Updates from Participants (Shelter, NFI, Cash)

Mercy Corps: 60% of the local administrations in NGCAs are not supporting cash distributions, because there are risks that it would be spent for alcohol. Hence, in kind NFI support is highly recommended for these areas (non government controlled). Some people from Sloviansk went to the East (not West) and are now stuck there. The Governor of Luhansk has ordered restrictions on movement through the contact line to NGCAs in Luhansk region. The only people who are allowed to cross the line are those working and they carry only plastic bags (one needs to walk, no cars allowed). The prices are 25% higher than 6 weeks ago. WFP food distributions will be carried out from warehouse in every raion, community mobilizers are ready to start work. There is no supermarket chain that works there. The Government has its own salary system using its

own payment procedures (so called LPR). Decree is allegedly issued on ban to all food supply to the NGCAs, except for humanitarian aid. There are some products still in supermarkets, while nothing new is arriving. The stock is depleting. Construction materials are not coming from GCA. Frontline raions are paying for water to Ukrainian companies. In Shchastia the only population remaining is the one running the power plant. Stanitsa and Shchastia are shelled often.

UNHCR: NRC partnership agreement to be signed soon. Procurement of materials is on a state of signing agreements. Almost for all of them, contracts are or to be signed. Meanwhile, UNHCR is doing small direct implementation (i.e. 4 apartments in Lozova completed (10 roofs). Second round of call for partnership is not yet on agenda. Cash based interventions are planned at the moment for Dnipropetrovsk and Zaporizhzhia, an update will be presented at the next meeting.

American Red Cross: pilot project with cash assistance with pre-paid debit cards in Kyiv city (Darnitskii district) and Poltava city. More details to be communicated later.

IOM: Collective Center identification for rehabilitation is on-going, NFIs distributions are carried out on regular basis. However, there are no plans in the future for in-kind NFI distributions. IOM has to review the proposal and concentrate only on Kharkiv region with cash assistance (amount – 1,500 UAH per person for 3 months).

PCPM: Agency will focus on Dnipropetrovsk and Zaporizhzhia with the analogues program as in Lebanon. This would be a cash for rent for host families (with Visa ATM cards) geographically limited to GCA only. It is a conditional cash assistance. It was found out that unconditional cash brings more negative attitude from hosting communities, while conditional not. Three types of assistance are planned: a) cash for rent (75 USD monthly for 6 month); b) support to Hosting Families (50 USD); c) IDPs staying in Collective Centre “Romashka” – to support management and people, for IDPs to leave the Collective Centre and start a life renting accommodation. At the moment in the camp “Romashka” there are 140 bed capacity free, while the plan is to reach over 220. To reduce banking costs denomination would be in USD, while exchange rate fluctuations may raise concerns. Target at the moment is some 500-550 HHs. PCPM would participate in Polish and German aid convoy to arrive in June. It would deliver food, hygiene, school kits, medicines from Polish side (cost 0.5 million USD).

Luxembourg Red Cross: New assessment is in process in Sloviansk: there would be shift from CC winterization to reconstruction.

CrimeaSOS: NFI distributions are on-going from CrimeaSOS warehouses in Lviv, Kyiv and Kherson. The Agency has finished distribution of hygiene and kitchen sets (provided by Global Medico) to 200 HHs. Vouchers for medicines distribution is on-going. CrimeaSOS has organized 1 May celebration for IDP children, 2 day business forum IDP businessmen and is currently participating in Participatory Assessment organized by UNHCR. Last Sunday there was a focus group discussion with male adults, heads of households with many children. The finding of the discussion is that: a) families live in overcrowded accommodation (meaning lack of privacy, especially for children; b) some families managed to register and receive a 50% discount for utilities from the government, while the other part didn't know they are entitled to it / the mechanism to receive it.

WHO: There are 6 mobile clinic units operating through-out the country, some 12 more are being operated by National Red Cross Society. WHO appreciates UNHCR population analysis and maps that help to direct and plan interventions.

DRC: At the moment only in-kind assistance is recommended for NGCAs. Monetized assistance will be introduced in Mariupol and Berdiansk. DRC plans provide shelter assistance through cash. There are 2,000 emergency light repairs planned for Donetsk, 1,100 light to medium repairs, 3,200 NFI kits. The other concern is who will carry out actual works (installation, if necessary) – for this reason there are repair teams. GCA along buffer zone there are 1,000 emergency repairs, 100 light to medium repairs planned.

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3W	Who is doing What Where?
4W	Who is doing What Where and When?
ADRA	Adventist Development and Relief Agency
AOB	any other business
IDP	internally displaced person
IHRC	International Human Rights Commission
ICRC	International Committee of Red Cross
IRD	International Relief and Development
NFI	Non-food item
NRC	Norway Refugee Council
SES	State Emergency Service of Ukraine
UNDP	United Nations Development Programme
UNFPA	United Nations Population Fund
UNHCR	United Nations High Commissioner for Refugees
WFP	World Food Programme
WHO	World Health Organization
WJR	World Jewish Relief
PDM	Post distribution monitoring
HH	Household
NGCA	Non-Government controlled area

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