

Emergency Shelter Cluster Minutes
Koshi river floods, Nepal

Coordination Meeting 26th October 2008.
Venue: NRCS Meeting Hall, Saptari District

Agenda item # 1: Introduction of participants

Presentation	<i>There were 13 participants form different organizations.</i>
Andrea Reisinger (IFRC- Representative), Gregg Mcdonald (IFRC-ESC), Anno Muller (IFRC-ESC), Yadav K. C. (UNOCHA), Anil Maharjan (IFRC-ESC), Dharma Raj Pandey (NRCS), Deepak Raj Subedi (OXFAM GB), Arpana Karki (CARITAS Nepal), Bal Ram Dahal (NRCS), Subar Lal Chaudhary (DUBC), Bhimsen Pd Chaudhary (OXFAM GB), Pramila Gurung (IFRC-Translator), Anii Chitrakar (Caritas Nepal).	

Agenda item # 2: ESC Information Management

Discussion	<i>Mr. Anno Muller presented a Gap Analysis and 3W tables report.</i>	
Tables presented were: <ul style="list-style-type: none"> • The Gap Analysis • Who What Where Saptari • Who What Total <p>NRCS, CARITAS Nepal & Oxfam GB corrected their last update data and this was reflected in the Gap Analysis. Caritas has additional plans for cooking stoves and Oxfam for raised beds and lights. They will provide updated information to ESC team.</p>		
Action Items	Person Responsible	Deadline
Update information to ESC Team	All	31 st October 2008

Agenda item # 3: Verification and Assessment

Discussion	<i>Mr. Gregg McDonald shared information about Verification and Assessment planning in Katmandu and Sunsari.</i>
There are 3 different assessments coming up: <ol style="list-style-type: none"> 1. intention of return (led by IOM) 2. rapid assessment of the area of return (led by UNDP; start 3 November 2008) 3. detailed damage assessment of houses (led by DDRC) <p>The Governments verification process is almost completed in Sunsari. The team which is being trained and expanded to include some humanitarian agencies may come over to Saptari to do verification.</p> <p>It may take some weeks before the verification process is finished. Oxfam is currently undertaking a verification exercise in Saptari with number of male, female and children being conducted by the camp management committees. Until the official verification is finished Oxfam indicated distributions will only take place to shelters where there is a used stove, as an indicator that the displaced are actually living there.</p>	

Agenda item # 4: Update from ESC Members

Discussion	<i>all ESC member organizations are requested to share their issues and plans</i>
<p>Oxfam has distributed Batteries to those who have already received lights. The total number of the distribution will be entered into the Gap Analysis. The number of beneficiaries remains the main challenge. E.g. in one camp there are 500 shelters but 800 beneficiary cards. It is necessary to distribute shelter-by-shelter but this takes a lot of extra time and resources.</p> <p>CARITAS Nepal has distributed Smokeless Chulo and Briquettes in Camp A, B & Neharu Camp. The total number of the distribution will be entered into the Gap Analysis.</p>	

Agenda item # 5: Oxfam Winterization Plan

Discussion	<i>Mr. Deepak Raj Subedi, Program Officer, Oxfam Nepal presented their winterization planning.</i>
Oxfam is planning to distribute Clothing Pack for 5500 families and Woolen cap for babies. They will redistribute the Tarpulin Sheets for 4000 families after completion of the re-assessment. They are providing Lights to the women headed families and pregnant. Also they are providing Bamboo cot (~2000) with a focus on vulnerable families. Distributions are expected to be completed by the end of November.	
CARITAS Nepal targeted to distribute Winterization clothes for 4000 households.	

Agenda item # 6: Winterisation Gap Filling

Discussion	<i>Using the gap analysis organisations were asked if they can fill gaps in winterisation items</i>	
	<ul style="list-style-type: none">• Cooking stoves: already 100 by NRCS/NRC and 1874 by Care. Caritas is planning for 4000 more. It was noted that cooking stoves may not be required by all affected households as many have constructed their own tradition stoves from mud and other materials.• Raised beds: Oxfam is targeting 2,000 vulnerable families. As there is quite a number of raised beds already present in the camps (self-constructed or rescued from the original home by the beneficiaries), this will probably be enough• Closing walls of shelter: Oxfam can supply labour and equipment but not materials. It was suggested that these materials are generally available for harvest locally and Oxfam could talk with the CMCs to motivate the camp populations• Condensation dripping from the shelters can be decreased by putting thatch below the plastic (not possible for ShelterBox). ESC will provide a model/input so Oxfam can instruct the beneficiaries.• Solid fuel: Oxfam will cover 2,500 until Caritas briquettes arrive. Information on the use of briquettes must be distributed to the beneficiaries as they are unfamiliar with the use of this material.• Winter clothes: Oxfam package has decreased but Caritas will fill the gap.	
Action Items	Person Responsible	Deadline
Provide a model how to avoid condensation	ESC team	2 nd November 2008
Provide information/training on the use of briquettes	Caritas	2 nd November 2008
Share updated winterisation plans	All	2 nd November 2008

Agenda item # 7: AOB

Discussion		
	<ul style="list-style-type: none">• The gap analysis showed an overlap in plans for blankets and plastic sheets of Oxfam, Caritas and NRCS. They will sit down together and coordinate their plans• Oxfam and OCHA will be present and active in the field during the holidays	
Action Items	Person Responsible	Deadline
Coordinate winterisation plans	Oxfam and NRCS	26 th October 2008

Next meeting	<i>Tuesday 4th November 2008, 7:30 am, Red Cross Meeting hall, Saptari District*</i>
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* 2 days later than initially agreed to permit more time for activities after the holidays