

## SOMALIA SHELTER CLUSTER

Emergency Shelter TWG

09 May 2024; Online

The Somalia Shelter Cluster has re-activated the Technical Working Groups (TWGs) on Emergency and Sustainable Shelter Solutions in 2024, with an objective to continue responsibilities to foster time-effective and high-quality interventions for shelter responses tailoring to the needs of the different responses and catering to the growing needs of the affected populations. The TWG meetings will be held the second week of every month, alternating between the two topics of Emergency shelter or sustainable shelter solutions.

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### List of Attendees

1. Abdirizak Abdille, SSWC
2. Ahmed Abdi, Juba Foundation
3. Allen Magugu, DRC
4. Boshra Khoshnevis, IOM
5. Kabogo Wanjohi, HAPEN
6. Lina Baishya, IOM
7. Melanie Hughes, Shelter Box
8. Nadeem Ilyas, NRC
9. Nurta Mohamed Adan, Somalia SNFI Cluster
10. Waweru Ndungu, Somalia SNFI Cluster

### Meeting Agenda

1. Agreed timeline and workflow for finalizing TWG documents
2. Rapid S/NFI Needs Assessment Tool and Reporting Template - updating the files; brief from cluster from HCT conversations on common registration tool
3. Contents of the Emergency Shelter Kits / BOQ  
*Adapted from the Cluster's [Type 2 ESK](#) (which was last updated in 2021), Shelter Box added additional diagonal bracings to the design for structural stability and longevity, for which they follow a contractor-driven modality for construction. TWG members to discuss the revision of the Type-2 BOQ (if required), and to discuss the need for extra bracings, also referring to the costs of [Shelter Box's BOQ](#).*
4. Finalize the NFI kit guidelines based on [MoM dated 22 February 2024](#)
5. Strategy and Advocacy paper
6. Archiving of documents - Partners to upload documents on shared folder
7. AOB

**Summary points**

- i. The three pending documents - [Rapid Needs Assessment Tool](#), [Assessment Reporting Template](#), [NFI Kit Guidelines Review](#) requires partners inputs before **24 May**. If no comments, cluster will consider as agreed by members. Cluster to share revised documents with WG members, and upload them to the website by **31 May**.
- ii. Cluster to share draft ESK methodology by **24 May**, for inputs from partners by **31 May**. Meanwhile, the WG would proceed to conduct market assessments for an average unit cost.
- iii. Partners requested to share resources to **upload to the cluster’s website**. They can be uploaded in the shared folders (below) or to be shared with the cluster directly.  
[Emergency Shelter TWG resources](#)  
[Sustainable Solutions TWG resources](#)
- iv. As the website remains outdated, Cluster to update the TWG pages on the website by **24 May**. The website should include individual pages for each WG (Emergency Shelter TWG, and Sustainable Solutions TWG) and to contain the meeting minutes and all WG related documents that partners would share. The Pilots Sustainable Solutions and Sustainable Solutions Working Group page needs to be **merged to Sustainable Solutions Technical Working Group**, and the Technical Working Group page to be **renamed to Emergency Shelter Technical Working Group**.

**WORKING GROUPS +**

- Sustainable Solutions Working Group
- Pilots Sustainable Shelter Solutions
- Technical Working Group

**Meeting Minutes**

Sl No.	Discussion Point	Action
<b>1.</b>	<b>Agreed timeline and workflow for finalizing TWG documents</b>	
	Cluster comments that all documents are uploaded in the shared folder for partners to access to provide their inputs. <b>If members do not comment before the deadline, cluster will take it as final.</b> Once finalized, the revisions will be uploaded to the cluster’s website.	Deadline of two weeks for partners to comment and <b>finalize pending documents</b> , which includes: <a href="#">Rapid Needs Assessment Tool</a> <a href="#">Assessment Reporting Template</a> <a href="#">NFI Kit Guidelines Review</a>  <b>Deadlines</b> <ul style="list-style-type: none"> <li>• Inputs from partners: <b>24 May</b></li> <li>• Revised from cluster: <b>31 May</b> (to be uploaded on the website)</li> </ul>
	IOM asks for the revisions to reflect the inputs from every TWG meeting minutes as a way forward, and then finalize the documents	<a href="#">MoM dated 22 February 2024</a>

	Regarding the Common Registration tool, the cluster informs that there hasn't been any conversations yet at ICCG level, and will be shared with TWG members when discussed	
<b>2.</b>	<b>Contents of the Emergency Shelter Kits / BOQ</b>	
	The following discussion emerges taking into account installation of two types of ESKs from NRC and Shelter Box, each following different implementation modality	Cluster to <b>finalize methodology of ESK</b> with input from partners  <u>Deadlines</u> <ul style="list-style-type: none"> <li>Cluster to share ESK draft methodology: <b>24 May</b></li> <li>Inputs from partners: <b>31 May</b></li> </ul>
2.1	<b>NRC (Cluster's Type 2 ESK)</b> <ul style="list-style-type: none"> <li>Unit cost: 213 USD</li> <li>Modality: Cash for shelter</li> <li>Implementation: HH are made familiar of the construction process with provision of translated material specifications and BOQ. Cash is disbursed in two installments to the HH - 50% is given to buy materials and start construction, and the next 50% is released after HH reaches roof level. Construction is monitored by NRC engineers.</li> <li>Community-based approach, owner-driven</li> <li>Minimal or no labor cost</li> <li>Constructed in 2023 and 2024, in locations such as Kismayo, Garowe, Baidoa, Bossaso and others, with the same unit cost</li> <li>No reported damage to ESKs since construction</li> </ul>	<u>NRC</u> to share assessment reports or photos with TWG members
2.2	<b>Shelter Box (Adapted from Cluster's Type 2 ESK with additional diagonal bracings)</b> <ul style="list-style-type: none"> <li>Unit cost: 308 USD</li> <li>Revision: Bracings to increase structural stability, increase lifespan</li> <li>Modality: Through contractor</li> <li>Implementation: Construction is carried out and supervised through a contractor with quoted prices on Shelter Box's material and design requirements</li> <li>Not owner-driven</li> <li>Labor cost gets added in the BOQ</li> <li>Constructed in 2023 in Baidoa</li> <li>No reported damage to ESKs since construction</li> </ul>	<u>Shelter Box</u> to share assessment reports or photos with TWG members
2.3	IOM does not install ESKs due to its shorter lifespan, thus moved to Improved Emergency Shelters which consists of a foundation and raised plinth as a flood mitigation measure	

2.4	<p><b>Modalities of implementation</b></p> <p>The below options are to be made flexible for organizations for ESKs, based on capacities/resources/donor requirements, provided technically correct</p> <ol style="list-style-type: none"> <li>1. Cash for shelter: Cash provided to HH for material purchase and construction, with provision of technical support</li> <li>2. In-kind: Distribution of shelter items, while HH install ESKs</li> <li>3. Through contractor / vendor</li> </ol> <p>Cluster recommends community-based approach where applicable to create ownership. NRC discourages the contractor-driven approach as it increases unit cost, there is no ownership, and due to less quality control during construction</p>	<p><b>Somali SNFI Cluster</b> to update the three open modalities as revision in the ESK guidelines</p>
2.5	<p><b>Unit cost</b></p> <p>Partners report challenges in sourcing ESK materials with same unit cost as Cluster’s BOQ, as prices are not consistent across regions in Somalia, and the BOQ has not been updated since 2021. <u>All members</u> agree to do a cost analysis exercise to get an average cost for items</p>	<p>WG members such as <b>IOM, Shelter Box, Mercy Corps</b> to support for average cost analysis. Cluster to recommend total cost of the kit, considering labor cost and the three implementation modalities</p>
2.6	<p><b>Diagonal bracings</b></p> <p>Shelter Box comments on their experience of constructing ESKs with additional bracings and recommends keeping them to increase structure longevity. Juba Foundation agrees considering Somalia’s recurrent climatic shocks.</p> <p>NRC agrees that diagonal bracings make structures strong, but the unit cost increases as per the original BOQ, and the ESK should create value for money. HH are used to the original structure, and thus can easily fix it. NRC disagrees to add bracings as they might be redundant and increases cost by approx 34 USD.</p> <p>According to the Cluster, bracings might be expensive at an initial stage. If ESK does not have bracings, regular request for maintenance is requested from HH. To increase lifespan, partners are to adopt the new design with bracings and follow ESK guidelines. ESKs are to be upgradable to transitional/permanent shelters, as HLP issues are resolved. HAPEN supports this approach.</p>	<p><b>Somali SNFI Cluster</b> to recommend the need for additional bracings if to be included in the kit to increase lifespan, or in locations where bracings are needed</p>
2.7	<p><b>Maintenance and repair of ESKs with additional tools</b></p> <p>NRC points out that necessary tools such as hammers, saws, are to be included in the kit for HH to repair. These tools cost</p>	<p>Tools are to be included in the ESK at a HH level for repairs. <b>Somali SNFI</b></p>

	7-8 USD. IOM recommends shovels as they could be used to dig trenches during floods	<b>Cluster</b> to recommend the type of tools to be included
	All members agree that tools can also generate other livelihood activities and should be included in the kit. A contractor-driven modality, such as Shelter Box's, does not include tools.	
	All members vote for the tools to be distributed at a HH level, so that each HH receives some basic tools for maintenance and repair. Distributing at an individual level, and not in groups, is also preferred if they happen to separate due to any circumstances.	
<b>2.8</b>	<b>ESKs in Somalia in recent years</b>	
	Looking back, there has been a decrease in installations of ESKs, as funding is more directed towards durable solutions.	
	Shelter Box pointed out that there was a gap of 64% for ESKs, and raises a concern about secured land to build the emergency shelters. IOM recommends coordinating with the HLP AOR to identify lands that have a land tenure for an average of 8 years. Small plots may belong to the community where shelter activities could start if no objection.	<b>Future meetings</b> to include discussions in coordination with NRC, to identify a list of locations where ESKs might be possible to construct
	Shelter cluster comments on the gap saying that there is decrease in partners implementing the ESK in recent times. The cluster strategy would serve as a guidance to align partners better to serve the gap.	
<b>3.</b>	<b>Archiving of documents, website tweaks</b>	
	Partners to share resources such as assessment reports, tools, guidance documents, IECs etc. to <b>upload in the cluster's repository</b> : <a href="#">Emergency Shelter TWG resources</a> <a href="#">Sustainable Solutions TWG resources</a>	All partners <b>upload necessary documents in the shared folder</b> , or send resources to cluster. IOM with Cluster IM to work in coordination on this. <b>Cluster to update the WG pages</b> on the website – Emergency Shelter TWG, and Sustainable Solutions TWG. These pages should contain all WG related minutes, resources, etc.
	As the website remains outdated, Cluster to update the website TWG pages: The Pilots Sustainable Solutions and Sustainable Solutions Working Group page needs to be <b>merged to Sustainable Solutions Technical Working Group</b> , and the Technical Working Group page to be <b>renamed to Emergency Shelter Technical Working Group</b> .	
		<p><b>WORKING GROUPS +</b></p> <hr/> <ul style="list-style-type: none"> <li>▪ Sustainable Solutions Working Group</li> <li>▪ Pilots Sustainable Shelter Solutions</li> <li>▪ Technical Working Group</li> </ul> <p><b>Deadlines</b></p> <ul style="list-style-type: none"> <li>• Cluster to update website pages: <b>24 May</b></li> </ul>
<b>4.</b>	<b>Strategy and Advocacy paper</b>	
	To be endorsed by SAG first, cluster to share with WG once finalized	