

## Kachin Shelter Partners Technical Working Group (TWiG)

**Venue:** UNHCR Office in Myitkyina

**Date:** Thursday 23 May 2014

**Time:** 2:00 AM to 5:00 PM

**Meeting Participants:**

- UNHCR, U Zaw Win (Engineer), U Maran Tanau (CCCM) & U Lu Zaw (Programme)
- KMSS, U Khum Aung (Engineer) & Naw Thei Phyu (Programme Manager)
- KBC-ERC, U Hong Ze (Engineer) & U Brang Mai (Programme Officer)

### Discussion

Shelter Expert noted this is the second Myitkyina TWiG of 2014. Each of partners implementations are going ahead. When monitored, Shalom’s shelters show signs of good workmanship. However, some items need to follow the estimate guides and engineer should “take note of the design, drawing, and estimates. Slight changes are acceptable but if there are substantial changes, estimates will have to be revised plus officially inform UNHCR officially.

Despite it agreed to hold the TWiG monthly, last week of every month, April was postponed because each of partner engineers could not sit together. For the April activity, UNHCR Head of Office noted that the work activity is slow, and progress is slow. It was hoped today will help improve the situation.

Agenda Item	Discussion	Action / Actor / Date
<b>Phase 1 Shelter Activities</b>		
<b>KBC</b>	120 shelter units (24 buildings) are being constructed in five camps/across different areas. No problem with construction techniques. Issues: Some construction materials, wood and bamboo, have not been provided by suppliers, as per	

	<p>promised deadline</p> <p>Transportation, when material suppliers broke their promises/agreements, promises to transporter could not be kept. This will influence the work schedule and progress. If KBC does not face issues such as thus implementation can be finished within the timeframe.</p> <p><b>** Progress with new shelters - <u>28% (32 units out of 120)</u></b></p>	
<b>Shalom</b>	<p>10 communal buildings in 10 camps. 1 in Myitkyina, 2 in Chipwi, 3 in Bhamo, and 4 in Phakant. Tat Kone CoC Camp is finished and the remaining 9 are started, at least in terms of material purchasing. Transportation of material is a challenge, with delays. Once materials reach the worksite, construction will be finished in two/three weeks.</p> <p><b>** Progress with communal buildings - <u>22% (2 buildings out of 10)</u></b></p> <p>50 shelter units across 7 camps, 23 shelter units in 4 camps finished. Balance of 27 units; 22 in Phakant area and 5 in Chipwi area.</p> <p><b>** Progress with new shelters - <u>86% (44 units out of 50)</u></b></p> <p>53 shelter units for renovation in 2 camps in Waingmaw, Bhamo, and Momauk areas.</p> <p><b>** Progress of renovation – <u>0% (trying to start activities in May)</u></b></p> <p>Shalom also faced similar problems to KBC, as described above.</p>	
<b>KMSS</b>	<p>257 shelter units for renovation; 138 plus 21 units are in 2 camps in Myitkyina area, 40 in Pan Wa (Chipwi), and 58 in Phakant area. 6 units would be changed plan and KMSS will be officially informing UNHCR.</p> <p><b>** Progress of renovation – <u>58%</u></b></p> <p>Engineer explained that KMSS faced the same issue as KBC and Shalom, i.e. material purchasing, collecting, and transporting. Most materials are available from China but collecting materials this side is challenging. Important for all to understand these constraints.</p> <p>UNHCR Engineer's view was that partners are trying hard to implement according to the agreed plans. KMSS stressed awareness of the changing situation at Phakant (5 Ward RC Church – Lon Khin). That is, 52 out of 58 units will go now ahead, six will not. Next month Cluster Lead would like to inspect constructed/renovated shelters in camps at Pan Wa, Chipwi and Phakant areas.</p>	

<p><b><u>Pilot Repair and Maintenance</u></b></p>	<p>Cluster Lead would like to initiate a repair and maintenance (R&amp;M) of shelters programme through camp management committees (CMCs). UNHCR Shelter Team and partner’s engineers conducted assessments in five camps in the last week, which included discussions with CMCs. In those five camps, the Cluster Lead will fund repair and maintenance shelters. Important to stress this is a pilot project, which will generate lessons learnt/best practices from all stakeholders, notably shelter and CCCM.</p> <p><b>Discussions from attendees:</b> UNHCR programme will release funds to the partners and a soft copy as to how this pilot of repair and maintenance will work was shared across those present. CCCM Cluster Lead stressed that R&amp;M will impose all the responsibilities to the CMC. Noting this, clear guidelines as to whom the R&amp;M workload is assigned, sub-committee and/or a focal point (FP). KBC-ERC noted that they have the experience of changing focal persons in some camps, frequently. The Cluster should consider how to manage R&amp;M when this happens. Also, the CMC has so many tasks/demands that “we” should appoint an R&amp;M FP. Following, it was suggested engineers of partners should inform the CMC, aiding the R&amp;M process and inspect works.</p>	
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#### Action items

Item No.	Actions	By Whom	By When
1	Monthly progress reporting of shelter activities	Engineers KMSS, KBC& Shalom	Last week of June (TWiG)
2	Phakant (Lonkhin), renovation of 58 units changed to 52 units	KMSS	Inform officially ASAP
3	Revised standardized estimates (measurement details, builders’ estimates & BoQ) of 5 unit and 2 unit, plus kitchen, attached and communal	(Shelter Expert) UNHCR	ASAP
4	Draft schedule of monitoring trips to project camps (to be proposed to UNHCR)	Engineers KMSS, KBC, Shalom & UNHCR	-
5	Report any changes to shelter activities to UNHCR	KMSS, KBC, Shalom	ASAP
6	TWiG held at UNHCR Office 20 June, one week advance by Shelter Expert	KMSS, KBC, Shalom & UNHCR	13 June
7	Pilot project for repair and maintenance through CMCs	Engineers KMSS, KBC, Shalom & UNHCR	Started ASAP/once budget received

**\*\*\* Next (TWiG) meeting, Friday 20 June, 10:00 AM to 12:00 PM\*\*\***