

**EMERGENCY SHELTER CLUSTER COORDINATION  
CYCLONE GIRI, MYANMAR**

**MEETING MINUTES**

<b>Date</b>	18 November 2010, - 1400-1530hrs
<b>Venue</b>	Meeting Room, IFRC Office, Yangon
<b>Chair</b>	Yin Min Aye [ESC Coordinator]
<b>Note taker</b>	Phyo Wai Kyaw (ESC Information Manager)
<b>Participants</b>	DRC, IOM, UN-HABITAT, Solidarite, Partners, NCV, Swan Yee, IFRC, UNOCHA, Save the Children, ActionAid, UNHCR, ECHO, ACF, Care/SDF, MRCS, MSFH, USAID, NAG

**Agenda item # 1: Agenda**

Meeting chair welcomed the participants and introduced herself as the ESC Coordinator. She also thanked the interim Coordinator and interim Information Manager for the great work done so far.

**Agenda item # 2: Introduction of new participants**

A round of introductions was made by the participants of the meeting.

**Agenda item # 3: Situation Update**

<b>Discussion</b>	<p><b><u>MRCS/IFRC</u></b></p> <ul style="list-style-type: none"> <li>- Presented that 4,000 NFI Kits together with community tool kits were in the pipeline</li> <li>- 3,500 kits to be distributed within the next 2 weeks</li> <li>- MRCS/IFRC recognizes that during the emergency phase of distributions that some households may have not received all the items agreed as per the standard kits. However redistributions will take place to ensure that all items as per the established standards are received by the beneficiaries</li> <li>- It was also announced that the areas that MRCS was present in will be where they will be also running all their regular programmes (WASH, Health etc.)</li> </ul> <p><b><u>Danish Refugee Council</u></b></p> <ul style="list-style-type: none"> <li>- DRC next week will have 374 Household kits (includes NFIs plus basic shelter items) and 37 community kits</li> <li>- Will be targeting 28 villages in Myaybon</li> </ul> <p><b><u>IOM</u></b></p> <ul style="list-style-type: none"> <li>- Engaged in the early recovery activities</li> </ul> <p><b><u>UNHABITAT</u></b></p> <ul style="list-style-type: none"> <li>- Will have 400 tarpaulins arriving soon</li> <li>- The locations are yet to be decided</li> </ul> <p><b><u>Solidarites</u></b></p> <ul style="list-style-type: none"> <li>- Currently cross-checking lists with their partner Noble Compassionate Partners (NCV)</li> <li>- Will be targeting 500 HH in Myabon for a structure to the most vulnerable families including the materials and the basic carpentry training once the funding is approved</li> </ul> <p><b><u>ActionAid</u></b></p> <ul style="list-style-type: none"> <li>- Provide ESC(Tarpaulins??) to 5 village tracts (15 villages) with an urgent procurement</li> </ul>
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	<p><b><u>MSF-Holland</u></b></p> <ul style="list-style-type: none"> <li>- 3500 Household kits distributed</li> </ul> <p><b><u>ACF</u></b></p> <ul style="list-style-type: none"> <li>- Will be targeting Myinbya and Myabon</li> <li>- 1,000 kits/Shelter</li> <li>- With 2,000 being kept in Sittwe</li> </ul> <p><b><u>NCV</u></b></p> <ul style="list-style-type: none"> <li>- Distributed 2924 tarpaulins and 900 family kits</li> </ul> <p><b><u>Chair</u></b></p> <ul style="list-style-type: none"> <li>- Informed the members that there is no pre-identified list of VT in the field as ESC clarified with OCHA</li> <li>- ESC had a separate meeting with the head of local NGOs and they commit to provide the contact list of other 4 local NGOs</li> <li>- ESC was also able to link ACTED with the local NGO for the distribution of 22 Shelter box kits</li> <li>- It was proposed by members that UNHABITAT to be a focal point with UNDP for the shelter for the coordination in the field</li> <li>- The ESC requested the members to send a work plan for the distribution of current stock and pipeline.</li> <li>- Requested any inputs for a donor briefing which will take place on Monday 22<sup>nd</sup> with COB end of today</li> </ul>
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**Agenda item # 4: Information Management**

	<p><b><u>Information Manager</u></b></p> <ul style="list-style-type: none"> <li>- Made a request for all agencies to share information in a timely manner as only three agencies had reported on their distributions with two more agencies sending their information today</li> <li>- He urged that no further analysis could be made until further information was received from all involved</li> <li>- All agencies agreed that this was crucial and urged the remaining participants to send in their data</li> <li>- IM informed the participants that he was available to help with technical issues for the agencies anytime</li> <li>- He also requested that all updates be sent every Thursday COB for weekly updates</li> </ul>	
	<b><i>Action Items</i></b>	<b><i>Person Responsible</i></b>
<b>Discussion</b>	Agencies to send weekly updates every Thursday COB	Agencies
		<b><i>Deadline</i></b>
		Ongoing

**Agenda item # 5: Discussion on recovery options, semi permanent housing etc**

<b>Discussion</b>	<ul style="list-style-type: none"> <li>- Members discussed a strategy on early recovery.</li> <li>- TWIG meeting on early recovery will be on Monday (22<sup>nd</sup> November)</li> </ul>
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	<ul style="list-style-type: none"> <li>- UNHABITAT and Solidarites will lead and co-chair the TWIG</li> <li>- IFRC is interested in providing materials plus cash for work assistance for a quick impact however as always funding is a big challenge</li> <li>- Many other agencies also supported this idea of Shelter interventions through DRR, skills building, cash for work etc. programmes</li> <li>- DRC shared the information on the international access to the field. It is pending until the MOU has been signed.</li> </ul>
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**Agenda item # 6: AOB**

<b>Discussion</b>	- The general consensus is that we cannot ignore the uncovered needs for the emergency phase, concerning materials and household items while we are planning for the early recovery options.
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**Agenda item # 7: Next meeting**

<b>Discussion</b>	25 <sup>th</sup> November – Wednesday at IFRC meeting room
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**Meeting conclusion: 15:30hrs.**

<b>Emergency Shelter Coordination Contacts</b>			
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