

## Rakhine CCCM (Shelter and NFI) Cluster Coordination Meeting

**Date:** Friday, 20 May 2016  
**Time:** 2pm to 3pm  
**Venue:** UNHCR Sittwe Field Office  
**Chair:** Richard Tracey (CCCM Cluster Coordinator)  
**Participants:** UNHCR (Shelter / CCCM / Program / Supply), LWF, DRC & NRC  
**Minutes:** Aung Ze Ya, UNHCR Shelter Associate

Agenda item	Discussion	Action/Actor	Due date
<b>Introductions</b>	<ul style="list-style-type: none"> <li>Meeting was opened by CCCM/NFI Cluster Coordinator (CC), Richard Tracey who explained that this was the first joint Cluster meeting of Shelter and CCCM/NFI of 2016 but was justified as it would solely focus on implementation modalities for the repair and maintenance of temporary shelters.</li> <li>CC led roundtable introductions and presented the agenda.</li> <li>As all the 4 participating agencies are funded by UNHCR for repair and maintenance, the meeting was also attended by the representatives from UNHCR's Program and Supply departments.</li> </ul>		
<b>Implementing Modalities (UNHCR)</b>	<ul style="list-style-type: none"> <li>Shelter CC reported that UNHCR are using the standard modal used for the original construction of temporary shelters in Rakhine State as approved by the previous Transport Minister and Cluster Lead.</li> <li>Entire work package was tendered and awarded to a contractor registered on the RSG list of approved contractors for work in the IDP camps of Rakhine State.</li> <li>Clauses were added to contract promoting the use of camp-based labour, both skilled and unskilled wherever possible.</li> <li>To support more effective on-site monitoring of the works, UNHCR has increased the capacity of its shelter team by contracting the services from an engineering company to provide 3 additional engineers.</li> </ul>		

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<b>Implementing Modalities (DRC)</b>	<ul style="list-style-type: none"> <li>DRC thanked CCCM CC for his support in facilitating an agreement between the CMCs, Township Authorities and DRC in Kyein Ni Pyin IDP camp Pauktaw on 12<sup>th</sup> May 2015 for an implementation modality satisfactory to all parties</li> <li>DRC are tendering the work according to their internal procedures. The winning contractor must be a fully legal entity under Myanmar law and registered with the RSG list of approved contractors for work in IDP camps of Rakhine State.</li> <li>DRC (CCCM) will be working together with CMCs to compile a list of camp-based labour, both skilled and unskilled, wishing to work on the maintenance and repair work. This list will be published on notice boards in the camps and those IDPs wishing to challenge the list can do so via the DRC complaints desk.</li> <li>To ensure the quality of materials, DRC will form a joint monitoring team with CMC members. Materials not reaching the appropriate standard will be rejected on delivery.</li> <li>Security of materials on site will be the responsibility of the contractor.</li> <li>As the maintenance and repair is conducted at a shelter unit level, DRC &amp; CMC will get each household to sign off stating the work was finished to the agreed standard once the work on their unit is completed.</li> </ul>		
<b>Implementing Modalities (NRC)</b>	<ul style="list-style-type: none"> <li>NRC explained that they have not finalized their implementing modality yet.</li> </ul>		
<b>Implementing Modalities (LWF)</b>	<ul style="list-style-type: none"> <li>LWF reported that they have used 3 different implementing modalities in the past but that for the 2016 maintenance and repair of temporary shelters will follow the implementing modality reported by DRC.</li> <li>LWF added that internally, for work under the value of \$2,000, rather than follow the standard implementing modality, LWF directly contracts the CMC to conduct the work. A social audit is publicly conducted to ensure the modality is approved by target communities.</li> </ul>		

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Progress Update	Maintenance and Repair of Temporary Shelters						
	UNHCR	Sittwe	OTC	Overall completion has achieved 90%.			
			BDP2	Overall completion has achieved 60%.			
		Myebon	TP	Overall completion has achieved 80%.			
	DRC	Pauktaw	KNP	Agreements made on who will remain in shelters Tender conducted – work to begin end May			
	LWF	Sittwe	OTG-S	23 shelters reconstructed in 2015 20 shelters planned for 2016 in KDK, OTG-S and BaSaRa			
			ANY	21 shelters reconstructed in 2015			
		Pauktaw	NC2	14 shelters reconstructed in in 2015.			
	NRC	Sittwe	MTN	Shelter repair needs assessment completed			
			TKP	Development of BoQs - ongoing.			
Future Implementation	<ul style="list-style-type: none"><li>• All participating agencies shared their experiences regarding the wilful destruction of shelters prior to implementation as a way to receive greater benefits. This prompted a discussion on where the Shelter Cluster should draw its red lines for future rounds of implementation.</li><li>• It was agreed that Shelter Cluster partners will be responsible for the structural integrity of temporary shelters. However, further discussion was required to conclude the most appropriate ways for IDPs to conduct minor repairs to walling and flooring in the future.</li></ul>						

**Next CCCM Cluster Meeting:**

**Date:** Wednesday 25th May 2016  
**Time:** 2pm to 4pm  
**Venue:** UNHCR Sittwe Field Office  
**Chair:** Richard Tracey (CCCM/NFI Cluster Coordinator)