

**Date:** Wed 05<sup>th</sup> August, 2015

**Venue:** UNHCR's Office, Sittwe

**Participants:** UNHCR CCCM/NFI/IM, Shelter, DRC, LWF, RI, NRC & IOM (11 participants in total)

<b>Agenda item</b>	<b>Discussion</b>	<b>Action/Actor</b>	<b>Due date</b>
<b>1. Introductory Remarks</b>	<ul style="list-style-type: none"> <li>CCCM/NFI cluster coordinator (Cc) chaired the meeting and welcomes the participants and apologies for the change of meeting with the District Commissioner.</li> </ul>		
<b>2. Minutes 22<sup>nd</sup> August 2015.</b> <b>a. Correction/Acceptance.</b>  <b>b. Actions/Issues Arising</b>	<ul style="list-style-type: none"> <li>All the participants accepted the minutes.</li>   <li>DRC reminded to follow-up with UNDP to get the status of the survey process.</li> <li>CC shared information that UNHCR is responsible for CCCM/NFI for IDPs; IOM is responsible for CCCM in disaster situations; ICRC will be focal agency for NFI regarding disaster affected people.</li> <li>CC also shared information about flooding.</li> </ul>		
<b>3. Cyclone Komen Recovery Data consolidation</b>         <b>Temporary Shelters and use of tents</b>	<ul style="list-style-type: none"> <li>CC shared information that he is trying to consolidate all data that he had collected regarding food, WaSH, shelter. Cyclone and information management is preparing this data for sharing with partners. This data will be accurate and usable as the details were collected at a personal level. It will be useful in identifying support to beneficiaries.</li> <li>CC also pointed out that the data collected at the first stage is not usable and suggested partners look at a DRR approach. Each of the partners has a responsibility to collect data such as loss or damage assessment after the cyclone, the CC asked IOM whether they could support partners by providing some simple tools regarding data collection.</li> <li>IOM mentioned that they have some tools that were used in other countries and will coordinate with their information management to share with partners.</li> <li>UNHCR shelter team mentioned that they have a meeting with the Transport and Communication minister and that he had prioritised the camps for the recovery process, after the cyclone, plus they have an agreement to reconstruct and repair the shelters that were damaged during the cyclone.</li> <li>CC suggested providing tents to households whose shelters were damaged during the cyclone. However, the government doesn't want any more tents inside the camps and requested to partners to share</li> </ul>	<p>CC will share with partners.</p>         <p>IOM will update.</p>	

<p><b>NFI support for effected IDPs</b></p>	<p>information not only to CCCM but also to shelter team and other agencies to avoid the clash.</p> <ul style="list-style-type: none"> <li>• LWF shared information regarding the flood situation and the information concerning collapsed shelters in the camps, and mentioned that some families are living in the TLS. They will confirm with CMCs, regarding this information, and will share with partners.</li> <li>• CC suggested putting diagonal press in the shelters when they do repair and maintenance to prevent the leaning of the shelter.</li> <li>• CC also made a request to NRC as to whether they could support simple SOP regarding shelter maintenance</li> <li>• <b>NRC</b> explained their experience in Nargis regarding the situation of the shelters of local standard type.</li> </ul>	<p>NRC will communicate with CC regarding this SOP.</p>	
<p><b>CMAs and FPAs Repair and Maintainance Plans</b></p>	<ul style="list-style-type: none"> <li>• CC explained, briefly, about the emergency NFI distribution for the cyclone affected IDPs. CC shared the beneficiaries list with partners that some families whose shelters were totally damaged would receive a core NFI kit and those families whose shelters were partially damaged would receive a local kit.</li> <li>• LWF shared information about the discussion with Nge Chaung community regarding shelter and community. NFI provision by agencies was also discussed because the community has not received NFI for a long time.</li> <li>• CC suggested to explain to the community that NFI distribution at this time is only for emergencies and to share information regarding NFI distribution in government approved camps. CC also asked partners to provide him with the names of priority camps to advocate to the government for the next distribution.</li> <li>• CC also made a request to NRC as to whether they could support simple SOP regarding shelter maintenance.</li> <li>• <b>RI</b> mentioned that emergency NFI were not needed in the camps under their management because no shelters were totally damaged in their camps.</li> <li>• <b>CC</b> asked partners whether their staff will be available to support emergency NFI distribution.</li> <li>• <b>DRC</b> suggested developing the criteria for these emergency NFI distributions to send messages to the community.</li> <li>• <b>CC</b> explained that NFI is only targeted no nothing special criteria was developed. CC will share the beneficiaries list with partners as soon as the list is ready and will ask for protection involvement for checking, if necessary.</li> <li>• <b>LWF</b> mentioned that the community will need more after the cyclone and that they are conducting assessments to avoid duplication and will provide material support during the next two to three weeks for repair and maintenance. They will also collect more information in Mrauk U, Minbya and Kyauk Taw, regarding whether they need the carpentry tool kits. LWF will update CC.</li> <li>• <b>DRC</b> suggested providing materials, tools and technical aspect to help progress with repair and maintenance.</li> </ul>	<p>LWF will share information.</p> <p>CC will update.</p> <p>IOM will share with partners.</p>	
<p><b>DRR lessons</b></p>	<ul style="list-style-type: none"> <li>• <b>CC</b> shared information that he will try to have a meeting with DG from RRD to get carpentry tool kits and</li> </ul>		

	<p>will share with partners.</p> <ul style="list-style-type: none"> <li>• <b>CC</b> made a request to IOM to share SOP for the DRR lesson and for partners to discuss DRR lessons and have comments and suggestion based on this.</li> <li>• <b>CC</b> made a request to NRC to help DRC in having women involved as CMC members in DRC managed camps because proper community participation is essential, and simply to start empowering women by encouraging them through participation.</li> </ul>		
<b>4. CCCM/NFI Operational Issues – All Partners</b>  <b>RI</b>  <b>LWF</b>   <b>DRC</b>  <b>UNHCR Shelter</b>	<ul style="list-style-type: none"> <li>• RI updated the changes to the relocation site in Myebon, during the meeting, with the transport and communication minister and IDP community.</li> <li>• LWF updated in regards to damages of camp infrastructures, bill boards, camp management offices and shelters during the cyclone. They are doing an assessment and have shared information about the CMC office in Nget Chaung camp that was closed for about one week because of the flood.</li> <li>• DRC gave an update on damages to warehouses in OTG west and OTG north and that the community are facing difficulties in conducting food distribution.</li> <li>• Shared information that they are trying to follow up is on the damage situation and the response by the government and other partners.</li> </ul>		
<b>5. AOB</b>	<ul style="list-style-type: none"> <li>• NRC shared information that they will share the design of the shelter that was constructed during Nargis that the government also agreed to promote to the villages and agencies.</li> <li>• NRC also gave an update regarding their plans for three days of full camp management training.</li> <li>• IOM also updated that they are planning to conduct two training sessions for agency staff. One related to DRR, such as working out evacuation planning, and another one for information management and monitoring.</li> </ul>	NRC will share.	
<b>6. Date/Place/Time for next meeting</b>	Next meeting will be on 26 <sup>th</sup> of August, 2015 at DC office.	CC will inform to partners.	ASAP.

**Documents shared in hard copy with the participants at the meeting or in soft copy to all Cluster partners:**

- NFI/CCCM cluster meeting agenda to all participants.
- Last NFI/CCCM cluster meeting minutes (22<sup>nd</sup> July, 2015) to all participants.
- Beneficiaries list for emergency NFI distribution.