

## Rakhine (CCCM and) NFI Cluster Coordination Meeting

**Date:** Wednesday 21st Oct, 2015

**Time:** 15:00 – 16:25

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

**Attendees:** UNHCR CCCM / NFI, DRC, RI, IRC, UNICEF, WHO & OCHA (10 people total)

**Apologies:** SCI & RI

Agenda item	Discussion	Action/Actor	Due date
<b>1. Welcome &amp; Introductions</b>	<ul style="list-style-type: none"> <li>The meeting was opened by CCCM / NFI Cluster coordinator, Richard Warren (CC) and shared information to partners that he can't organize meeting with GAD because of the reassignment of Deputy Commissioner of Sittwe District General Administration Department and will try to have meeting with them after election.</li> </ul>		
<b>2. Minutes of meeting on 7<sup>th</sup> Oct 2015.</b> <b>a. Correction /Acceptance</b> <b>b. Actions/Issues Arising</b>	<ul style="list-style-type: none"> <li>All participants accepted the minutes of last meeting and there is no correction.</li> <li>Regarding camp management closure issues, a lot of technical detail and support will be needed and it will be discussed at CCCM work shop that will be hold in the first week of December 2015.</li> <li>UNHCR Shelter Team is organizing to launch the tenders and the contract will start soon.</li> </ul>		
<b>3. Camp Services During Election Period</b>	<ul style="list-style-type: none"> <li>CC explained that it is anticipated that there will be a period of low services availability to camps in the period of 5<sup>th</sup> to 10<sup>th</sup> November 2015 because of election and a lot of national staffs will go back home for voting. He also mentioned the requirement/needs to prepare for emergencies during the low service period in particular provision of health services for injury, illness, child birth and the transportation needs for emergency referral and the</li> </ul>	<ul style="list-style-type: none"> <li>Conduct assessment of camps to ensure that all services are operational and facilities are in good order before period.</li> <li>Ensure TKP health facility is open and operational 24 hours a day.</li> </ul>	

	<p>important contact details for the fire outbreak and criminal cases during this period. He reminded to partners to ensure that fire-fighting equipment in the camps is workable and find out persons who can help in delivery. He also pointed out that it is anticipated that foreigners other than authorized poll observers may be excluded from the camp areas for the part of all period because of the sensitivity of the conduct of polling.</p> <ul style="list-style-type: none"> <li>• <b>WHO</b> shared information that they are collecting contact lists that will cover for the provision of health services during this low activity period and try to figure out the schedule of health service provision in Thet Kae Pyin clinic during election period (in coordination with State Health Department).</li> <li>• <b>CC</b> also pointed out the needs of transportation during the period for urgent medical referrals to the clinic and hospital for patients and the staff if required in case of emergency. He also reminded the partners to endure the transportation of supplies if required and contingency stocks such as NFI, hygiene kits and tents in case of emergency.</li> <li>• <b>CC</b> also reminded partners (UNHCR, DRC, LWF, IOM, RI, and NRC) to ensure their staff are available and government focal point departments such as police and fire brigade and their contact details during this period and to share with each other for regular communication during this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify the pregnant women likely to give birth during the period.</li> <li>• Health Cluster will provide the emergency contact detail for referral and schedule for health services provision.</li> <li>• Partners will confirm that contact arrangements are in place and contingency transport and supplies are available/accessible.</li> <li>• Partners will revert with their available contingency stocks, such as NFIs and hygiene kits.</li> <li>• Ensure minimum number of designated staff are on duty and available to provide essential services and emergency contact numbers for fire outbreak/criminal cases during the period.</li> </ul>	
<p><b>4. CCCM Cluster Global Retreat Feedback.</b></p> <p><b>a. Camp Clousure Management</b></p>	<ul style="list-style-type: none"> <li>• <b>CC</b> shared the feedback from Global CCCM Cluster retreat to partners as follows: <ul style="list-style-type: none"> <li>➤ Localizing CCCM responses: how approach of humanitarian actors can be adapted to maximize and reinforce the work of local and national CCCM actors in frontline –example of hotel owner opening a camp in Nepal.</li> <li>➤ Gender based violence and CCCM: to introduce the new GBV guidelines for CCCM and the way forward.</li> <li>➤ Roles and responsibilities: OCHA, Inter-cluster Coordinator, Camp</li> </ul> </li> </ul>		

	<p>Coordinators and Camp Managers: provide an update on the definition of roles and responsibilities of OCHA, ICCs, CCs, and CMs which has been undertaken with OCHA at Geneva level, and discuss the next steps-responsibility matrix determined too complicated to share.</p> <ul style="list-style-type: none"> <li>➤ Humanitarian coordination architecture: provide the snapshot of implementation of Transformative Agenda, ten year since the establishment of Cluster system. To build the greater awareness of global level process and current debate including the HPC, and L3 status. Where are we now and where do we need to be going?</li> <li>➤ Global CCCM Cluster governance: review global CCM cluster governance and discuss the way forward-consider expanding the global lead to include NGOs etc. but keep primacy with IOM and UNHCR.</li> <li>➤ Camp closure and durable solutions: discuss latest developments in identifying durable solutions in the field and examples of camp closure and the way forward for CCCM Cluster-interesting in potential application to Rakhine State –need to consider the relationship between durable solutions and a successful return/relocation.</li> <li>➤ CCCM capacity building thematic working group: discuss the next step for the Capacity Building Working Group established this year at Turin during Master Trainers’ workshop.<sup>1</sup></li> <li>➤ Strengthening capacity in CCCM: review what is being done in capacity building and how to assess its impact.</li> <li>➤ Global CCCM Cluster strategic framework: what should be the focus and priorities of the Global CCCM Cluster? Discuss and provide input into Global CCCM Cluster 2013-2016 strategic framework. A need to adjust the strategic frame work to ensure the significant of context is highlighted – one solution fits all is no longer applicable.</li> </ul>		
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<sup>1</sup> UNHCR CCCM Cluster Lead for Kachin/Shan attended this w/shop.

<b>5. CCCM Capacity Building Update</b>	<ul style="list-style-type: none"> <li>• CC sends apologies from IOM to partners and shared the following capacity building update information:</li> <li>• The psychosocial as first aid in camp setting training, Oct 8<sup>th</sup> and 9<sup>th</sup>, will help to “connect the dots” for camp management staff. The training also clarified what is the role of camp managers and what are not in terms of psychosocial support.</li> <li>• Fire safety training planning discussion is on-going with both LWF and Fire Department.</li> <li>• It seems that MRCS has recently or currently is conducting first aid training in the camps of Sittwe (TC, KDK, DP and PYG). Have been talking with MRCS to share the list of participants of past trainings and their training plan for the month of November onwards so CMAs can coordinate with the partners.</li> <li>• Plan to set up Displacement Management Committee in the ten camps that has been prioritized for DRR in camp setting pilot approach.</li> <li>• Conduct introduction/refreshers to camp management, targeting camp based staffs of CMAs.</li> <li>• A full five days CCCM training is upcoming (tentative date November 6<sup>th</sup> to 20<sup>th</sup>) will focus both on Rakhine and Kachin camp management agencies/focal points and be conducted in English.</li> </ul>	<p>Partners will send feedback to partners.</p> <p>CMAs/focal points will nominate participants.</p>	
<b>6. Livelihood Planning-All Partners</b>	<ul style="list-style-type: none"> <li>• <b>DRC</b> is planning to conduct English learning training for camp based staff in coordination with Education Department and plans to conduct sewing training for the camp community.</li> <li>• <b>RI</b> will share livelihood update activities after discussion with their Head of Office.</li> </ul>	<p>RI will update.</p>	
<b>7. CCCM/NFI Operational Issues-All Partners</b>	<ul style="list-style-type: none"> <li>• <b>DRC</b> NFI distribution is planned before the election.</li> <li>• <b>DRC</b> raised the issues regarding CMCs, that they are charging 10,000 kyats to each trishaw that had been provided free of charge by the government for</li> </ul>	<p>Will raise the issues at the meeting with government.</p>	

	use in the camp, and misused of 150 lakh provided by the Government for shelter renovation in Dap Paing .		
<b>Any other business (AOB)</b>	<ul style="list-style-type: none"> <li>• <b>DRC</b> raised the issues of delaying food distribution because of the election and no one communicated with the community regarding the issues.</li> <li>• DRC noted accusations of the misused of Toke and that a lot of CMCs are <i>not</i> the residents of camp and living in the village.</li> </ul>		
<b>Date/Place/Time for next meeting</b>	<ul style="list-style-type: none"> <li>• CC will inform the date and time of next meeting.</li> </ul>		

**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 to all participants.