

Rakhine NFI & CCCM Cluster Coordination Meeting

Date: Wed 4th February, 2015

Time: 9:30 AM – 10:30 AM

Venue: UNHCR's Office, Sittwe

Participants: UNHCR CCCM/NFI/IM, DRC, LWF, SCI, OCHA, and SI (13 participants in total)

Agenda item	Discussion	Action/Actor	Due date
1. Introductory Remarks	<ul style="list-style-type: none"> CCCM/NFI Cluster Coordinator chaired the meeting and welcomed to the participants. RI sent apology and updated information by mail. 		
2. Minutes 23rd January 2015. a. Correction/ Acceptance. b. Actions/Issues Arising i) Focal Point Coordination Meeting ii) Distribution Monitoring iii) Access to Service Monitoring	<ul style="list-style-type: none"> DRC corrected some points on the minutes. Focal Point Coordination Meeting is still planning process and CMAs are discussing with services providers to continue the meeting. CMAs are planning to conduct briefing session for services providers before preceding the focal point coordination meeting at Sittwe level. CCCM/NFI Cluster lead shared some information that OCHA would like to get NFI distribution report of last 12 months and requested to CMAs to collect data regarding NFI distribution in their manage camps. DRC mentioned that the involvement of service providers is very important in collecting NFI distribution data because some service providers haven't informed to CMAs about their distribution depending on their staff capacity and strategy and some local NGOs are distributing NFI without sharing information to CMAs. CCCM/NFI Cluster lead suggested to CMAs to find the best way for getting report of NFI distribution in the camps. If the service providers don't report to CMAs & FPs and the ideas should be discussed at the focal point coordination meeting. LWF shared information that they distributed NFIs with different items and some items were distributed annually and some items go monthly basic. NFI/CCCM Cluster lead suggested for harmonizing the service provision cards in the camps for easy tracking of access to services in the camps and asking the ideas how to proceed to issues this cards from CMAs & service providers. DRC explained some of their experiences about services provision cards by showing the 	<p>CMAs will update.</p> <p>CMAs, FPs & CCCM Cluster lead will update.</p> <p>CMAs & FP will update.</p> <p>CMAs, FPs & CCCM/NFI Cluster</p>	

iv) Camp Factsheets	<p>sample of draft service cards and household card they produced. The idea is having single card for many services providers by IDPs and the idea will be continue before the next CCCM/NFI Cluster meeting.</p> <ul style="list-style-type: none"> • DRC CCCM Coordinator shared hard copy of monthly camp factsheets produced by CMAs & FPs which should be aware by the service providers about the information involved in the document such as population data, NFI distribution activities in the camps, etc... to have common information. 	<p>lead will update.</p> <p>Camp factsheet will be shared to service provides monthly by CMAs.</p>	
<p>3. NFI Distribution in Kyein Ni Pyin Report</p> <p>4. Standardizing a. HH Surveys/Registration</p> <p>5. Health</p>	<ul style="list-style-type: none"> • CCCM/NFI Cluster lead shared information about fire incident in Kyein Ni Pyin camp and 110 tents and NFI distribution activities were done in last week for effected community and IDPs in that camp. UNHCR is also planning to submit an approval letter to Security Minister for NFI distributions to the other camps in Pauk Taw Township. • CCCM/NFI Cluster lead also pointed out that Kyein Ni Pyin fire incident gave a lesson learnt which we should conduct fire education activities for the IDPs and CMCs to be aware of risk and security of fire in the camps. In addition to training fire response teams, there is a need for fire awareness for all camp personnel and the CMC needs to be able to take steps to mitigate fire risk. • CCCM/NFI Cluster lead mentioned some issues about HH surveys/registration that CMCs have the lack of knowledge and less capacity to manage. There is a need for capacity building of the CMCs • CCCM/NFI Cluster lead requested the input from CMAs & FPs how to plan and what preparation shall we need to conduct HH surveys/registration and proposed to do it at the same day in all camps to avoid HH/population overlap. • DRC mentioned that it is risky to conduct HH survey/registration at the time being because it is related to government verification exercise/process that IDPs do not want CMCs involvement in this process and CMAs do not have the capacity to conduct HH surveys/registration at the same time in all camps. • DRC had discussion with OCHA to establish some kind of communication strategy such as disseminating the messages to community, Focus Group Discussion etc... before and after of the activities and suggested to continue the process with low profile. • LWF proposed to conduct HH survey/registration in collaboration with government because of difficulties to get the real figures about population in some camps and CCCM/NFI Cluster lead suggested to discuss this point at the meeting with District Administrator. • CCCM/NFI Cluster lead shared briefly about the information that there was a meeting with WHO and CCCM partners last week and WHO have plan to share telephone numbers for emergency contact to government that we can reach for referral cases. • WHO will share the information such as emergency contact numbers, mobile clinic record cards and health service monitoring forms to CCCM Cluster lead. WHO Emergency Health Advisor is undertaking to come back to Sittwe once a month to start better relationship with State Health Department and to lead Health 	<p>UNHCR will update the info.</p> <p>DRC will update.</p> <p>LWF and UNHCR will update.</p> <p>UNHCR will share the information to partners.</p>	<p>ASAP</p> <p>Next meeting with DA</p> <p>ASAP</p>

6. CCCM/NFI Operational Update	Cluster to provide better health services to community. NFI/CCCM Cluster lead will arrange a small meeting with him and invites CMAs to join this meeting.		
RI	<ul style="list-style-type: none"> RI provided advice by email that immigration will be handling the relocation of any interested people from Taung Paw holding verification cards. One of the camp leaders doesn't think that many card holders are interested in legally relocating because most of people with cards have family members who do not have them. There was an alleged attempt for an illegal migration earlier this week for Sin Thet Maw. For unknown reasons, the boat that was to take Taung Paw residents just never came. Another attempt sounds likely. 	RI will update.	ASAP
DRC	<ul style="list-style-type: none"> Mentioned some issues about referral to Thet Kae Pyin hospital that need to be raised at Health Cluster because IDPs can't effort to pay transportation charges to go to TKP Hospital for treatment. Though CMCs are in charge of transportation for referral, IDPs have to pay the charges about 13,000/15,000 MMK depending on situation. 	DRC will raise the issue at the meeting with health Cluster lead.	Next meeting
LWF	<ul style="list-style-type: none"> Shared the information that government provided boats and fishing nets to the IDPs in Ba Wan Chaung Wa Su camp in Pauk Taw and some Toke Toke to the IDPs in Thae Chaung and Ohn Taw Gyi south camps in Sittwe. Some Toke Toke work properly but some can't and they requested to agencies for maintenance of Toke Toke. Mentioned the issues that IDPs are requesting NFI. Facilitating the women and disable persons involvement in the CMCs situation is quite positive. 	LWF will discuss with government.	
SCI	<ul style="list-style-type: none"> Mentioned the challenge to start HH surveys because of the issues related NFI distribution that IDPs are splitting/increasing their families/household for hoping NFI assist after NFI distribution in Kyein Ni Pyin and the rest camps are also waiting to increase house hold for hoping assistance. Requested to UNHCR to facilitate in meeting with CMCs and DRC concerning the issues of hiring camp base staffs by DRC protection team. 	LWF will update.	
SI	<ul style="list-style-type: none"> Mentioned the issues related for asking incentive/tax from agencies field based staff and disturbing in recruiting camp base staffs by some community group and CMC members in Ah Nauk Ywe camp. Relating these issues, agencies are not allowed to provide any services in the camp since three months ago except water supply. 	UNHCR will follow up.	
AOB	<ul style="list-style-type: none"> CCCM/NFI Cluster lead requested to partners to pass him participant list and discussion point for the agenda of possible meeting with District Commissioner by coming Wednesday before 5 pm for detail 	CCCM Cluster will support SI.	ASAP

	<p>arrangement.</p> <ul style="list-style-type: none"> • CCCM/NFI Cluster lead will share the information whether service providers can participate at the meeting or not after pre discussion with DC. 	CCCM/NFI Cluster lead will share update.	
6. Date/Place/Time for next meeting	Next meeting will be on 18 th February 2015 at UNHCR office or DC office.	CCCM/NFI Cluster lead will share update	ASAP

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

- NFI/CCCM luster meeting agenda to all participants.
- Last NFI/CCCM Cluster meeting minutes (9th January 2015) to all participants.
- Draft camp factsheets produced by CMAs.