

## Rakhine NFI (& CCCM) Cluster Coordination Meeting

**Date:** Wed 18<sup>th</sup> March, 2015

**Time:** 3:00 AM – 4:10 AM

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

**Participants:** UNHCR CCCM/NFI/IM/Protection/Community Service/Shelter/Program, DRC, LWF, SCI, RI, IOM, OCHA, UNFPA and NRC (18 participants in total)

Agenda item	Discussion	Action/Actor	Due date
<b>1. Introductory Remarks</b>	<ul style="list-style-type: none"> <li>CCCM/NFI cluster coordinator chaired the meeting and welcomed to the participants.</li> </ul>		
<b>2. Minutes 4<sup>th</sup> March, 2015.</b> <b>a. Correction / Acceptance.</b>  <b>3. Actions/Issues Arising</b> <b>a. Veterinary incident Nget Chaung.</b> <b>b. Health Cluster health incident report proforma.</b> <b>c. NFI distribution timeline for OCHA.</b>	<ul style="list-style-type: none"> <li>IOM modified/explained detail about their DRR separate project for the development of camp level improvement of contingency planning.</li> <li>UNHCR CCCM CC had shared the information/report of veterinary incident in Pauk Taw three camps including with data to MSF.</li> <li>CCCM Cluster Coordinator (CC) shared hard copy of Report Form for Health Related Incidents which is from WHO.</li> <li>CC had already advised OCHA about NFI distribution timeline.</li> </ul>	CC will share soft copy to partners.	
<b>4. Non-resident IDPs (Protection Cluster Coordinator).</b>	<ul style="list-style-type: none"> <li>Protection Cluster Coordinator mentioned that there will be a kind of protection monitoring to the IDPs in the camps for the clarification of non-resident IDPs because IDPs are hiring their houses/ shelters to others. Those IDPs will not get NFI distribution and services anymore in the camps because they may have some kind of livelihood activities in somewhere or they are getting certain income by hiring their houses.</li> <li>DRC mentioned the issues of the host community living in tent area in Dar Paing camps that though they are not IDPs, they always mention their difficulties for getting assistances in the camps such as NFI and hygiene kit distribution.</li> <li>Protection Cluster Coordinator explained that determining IDPs and host community need certain criteria and clarification according to methodology and the authority should have some clarification about who are IDPs and who are not.</li> </ul>		

<b>5. Household Survey Feedback.</b>	<ul style="list-style-type: none"> <li>• SCI still in process and has done advocacy process in some camps (in Sittwe rural) by explaining the purpose of HH survey to community and CMCs. UNHCR informed about the provision of CCCM goodies box (CMC kit) to Sat Roe Kya – 1 to CMCs for their office.</li> <li>• DRC updated that they had done HH survey in one camp and well participation of community and CMCs. And they are conducting for the rest camps.</li> <li>• LWF will start HH survey soon and they will share the draft plan to UNHCR.</li> <li>• UNHCR CCCM team shared about the HH survey in Sat Roe Kya – 2 where some IDPs rent and sold their houses to others and finding of empty houses.</li> </ul>	<p>SCI will update.</p> <p>DRC will update. LWF will update.</p>	
<b>6. Availability of CMC kits.</b>	<ul style="list-style-type: none"> <li>• CC shared about the information of CMC kits availability at UNHCR warehouse and partners can request if they find, it is needed for CMC offices in the camps. And CC encouraged to provide these kits by finding way conducting suitable trainings for CMCs so that to help them for their better performance in the future.</li> </ul>	Partners will update after discussion with CMCs.	ASAP.
<b>7. NFI Distribution</b>	<ul style="list-style-type: none"> <li>• CC explained to do NFI distribution as soon as HH surveys were done. After distribution, Post Monitoring will be followed. CC shared hard copy of post monitoring form for further indication and feedback.</li> </ul>	CC will share electronic copy to partners for feedback.	ASAP.
<b>8. Camps in Mrauk_U</b>	<ul style="list-style-type: none"> <li>• UNHCR Shelter (cluster lead) updated shelters situations in Mrauk-U (Zone 1) and shared the information of meeting with Security Minister where shelter cluster presented Shelter Strategy Concept Note both Myanmar and English versions.</li> <li>• DRC mentioned that they have budget for shelter maintenance but it is not enough for covering 80% damage of shelters. Shelter cluster lead explained about the way working together with government to partners and requested to share the information if they have.</li> </ul>	Partners to share the information to shelter cluster.	
<b>9. CCCM/NFI Operational Issues – All Partners</b>			
<b>LWF</b>	<ul style="list-style-type: none"> <li>• LWF updated their facilitation of monthly CMC coordination meetings with agencies at camp level.</li> <li>• LWF had Inter agency meetings for running operations smoothly.</li> </ul>		
<b>DRC</b>	<ul style="list-style-type: none"> <li>• DRC updated camp focal point meeting with SCI and CMCs in Ohn Taw Gyi (North).</li> <li>• DRC raised the issue of infrastructure/shelter contract which is complained by CMCs in the camps.</li> <li>• DRC raised about the opening and closing time of clinic in the camps.</li> </ul>		
<b>RI</b>	<ul style="list-style-type: none"> <li>• RI updated about the fuel stick distribution activity done by ICRC in Myebon camps.</li> <li>• There will be a capacity building training for CMCs which will be facilitated by IOM.</li> </ul>	CC will liaise with Health cluster.	

<b>SCI</b>	<ul style="list-style-type: none"> <li>• SCI updated latrine and drainage construction activities in Sat Roe Kya 1 &amp; 2 camps which have complained about hygiene and security concerns for the community.</li> <li>• SCI informed that women from Kyein Ni Pyin camp do not want individual houses in the camp because they concern about losing/ceasing of assistances after moving to new individual houses.</li> </ul>	SCI will liaise with service providers.	
<b>10. AOB</b>	<ul style="list-style-type: none"> <li>• LWF informed about some CMC members leaving and needed to reform/replace</li> <li>• CC will arrange to have the next meeting with DC and requested to partners to be ready for meeting if DC is available.</li> <li>• CC introduced to new NRC staff, Mr. Veit Voyel, who can help CCCM partners.</li> </ul>	CC will raise to DC.  CC will update.	ASAP.  ASAP.
<b>11. Date/Place/Time for next meeting</b>	Next meeting will be on next two week, 2015 at UNHCR office or 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 (4<sup>th</sup> March, 2015) to all participants.
- Post Distribution Monitoring Questionnaires form.
- Incident Report Form.