

Rakhine Shelter (CCCM and NFI) Cluster Coordination Meeting

Date: Wednesday 29th June 2016
Time: 10:00 AM - 12:00 PM
Venue: UNHCR FO, Sittwe

Chair: Richard Tracey (CCCM Cluster Coordinator)
Participants: NRC (1), DRC (1), LWF (1), UNHCR (3) and OCHA (1)
Minutes: UNHCR

Agenda item	Discussion	Action/Actor	Due date
Introductions	<ul style="list-style-type: none"> The meeting was opened by CCCM / NFI Cluster coordinator (CC), Richard Tracey who warmly welcomed participants and presented the agenda. 		
Minutes of last Meeting	<ul style="list-style-type: none"> Action Points from previous meeting on 25th May 2016 were reviewed. All action points had been responded to and participants approved the minutes without any further revision 		
Operational Updates: LWF	<p><u>Trainings and regular meetings</u></p> <ul style="list-style-type: none"> Monthly camp level inter-agency meetings were conducted in all LWF managed IDP camps except for Ah Nauk Ywe (CMC conflict). Conducted capacity building training for CMCs in all LWF managed camps except Ah Nauk Ywe. <p><u>Shelter Repair & Maintenance</u></p> <ul style="list-style-type: none"> Finalized shelter R&M assessment in Ah Nauk Ywe camp. Waiting for the situation to calm before continuing with implementation. Shelter R&M activities in KDK-1 is on-going. Shelter R&M activities in OTG-S and KDK-2 are under tender. <p><u>Rakhine former IDP camps</u></p> <ul style="list-style-type: none"> Phasing out of CCCM activities in Set Yone Su -1 & 3 is on-going. LWF plan to conduct a handover workshop with Village Development Committees (VDCs) and the communities to discuss further development activities in the near future. NRC suggested that LWF continue CCCM monitoring activities in these locations. LWF responded that as these locations are no longer under the CCCM caseload and that monitoring will continue under recovery and development. 		
Operational Updates: NRC	<p><u>Trainings</u></p> <ul style="list-style-type: none"> NRC had already completed advocacy training for CMC members and will engage with community for more possible trainings that will be effective for the IDP community. <p><u>People with Specific Needs (PSN)</u></p> <ul style="list-style-type: none"> Completed PSN verification exercise in TKP by conducting household visit and individual interviews to fully understand the needs of those PSNs requiring assistance. 		

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Operational Updates: NRC	<ul style="list-style-type: none"> Procurement process for NFI items responding to the identified needs of PSNs in TKP is on-going. These items will be delivered to the homes of PSNs in July. <u>Shelter Repair & Maintenance</u> Shelter assessment for the R&M completed in TKP and MTN. The findings were physically verified by NRC CCCM project coordinator and NRC shelter engineer in TKP. The number of shelters was reduced from the original assessment in line with NRC's shelter budget and prioritized to those shelters is most urgent need of repair. CC advised NRC to include the RSG (DRD and the RSG Camp Focal Point) in the technical assessment before proceeding with a tender. NRC in the process of identifying a camp-based construction company to award the construction contract to will agree with the company to use the CMC as camp-based labour. Although NRC intended to involve the CMCs from both parts of TKP camp, the CMC members from TKP-2 refused to accept sharing the benefits for the labour. NRC pointed out that the CMCs in TKP do not respect the opinions of female staff. 		
Operational Updates: DRC	<p>CCCM</p> <ul style="list-style-type: none"> DRC held all CCCM coordination, CMC, and FGD meetings in June Protection mainstreaming training held for all camp based staff DRC are currently finalizing a project agreement with UNHCR for CCCM activities until end 2016. DRC plan to increase the number of incentive workers hired in each camp and to raise salaries to 60,000 MMK in line with those of LWF. <p>Shelter</p> <ul style="list-style-type: none"> DRC will be finalized with BDP-1 shelter works by the first week of July 2016 KNP shelter repair and maintenance work is back on track after issues were raised by the community regarding level of repair and labour, which were resolved by DRC camp management DP shelter tender has been completed, and work is expected to commence in the first week of July 		
Non-Food Items	<ul style="list-style-type: none"> CC shared a summary of NFI distributions conducted in June 2016. Distributions were conducted by UNHCR for 229 HH in Kyawtaw (67HH), Ponnagyun (60HH) and Rathedaung (102HH) for new displaced Rakhine IDPs and for 201 HH affected by flooding in Thandwe. DRC reported that CMCs in OTG(N) are requesting NFIs as this camp was not covered in 2016 due to a disagreement between CMCs and DRC. CC reported that currently there is no distribution plan for NFIs in 2016 and urged partners to develop criteria for targeted distributions DRC suggested the CCCM Cluster should conduct a market survey to investigate whether a cash-based approach to NFIs was more appropriate in 2016. 		

Violence in Ah Nauk Ywe IDP camp	<ul style="list-style-type: none"> LWF updated participants on the current violent conflict between the two CMC groups in ANY. Approx. 100 families supporting the 'new' CMC have moved to host village due to the violent conflict on 22nd June 2016. LWF have been tracking the movements by observing vacant shelters and will continue to update the PWG, CCCM/NFI and Shelter Clusters regularly. LWF conducted consultations with all groups in the camp on 24th June 2014. The report was shared with UNHCR, the PWG and other service providers in ANY camp. Following the emergency meeting organised by Solidarites International (28/06/2016), the CC stressed that service providers should not be conducting distributions in ANY camp and host community at the present time. Services should be resumed for both communities once the IDPs currently staying in the host community return to the camp. OCHA updated that SCI made a field visit to Ah Nauk Ywe on 28th June to conduct food distribution for the month of June. However, they were unable to distribute food due to the continuing movements of IDPs to the host community. SCI will distribute food once the situation allows. CC reported that the CCCM Cluster has met with both the State Secretary and the Security Minister regarding this issue and that a meeting will be held between the Pauktaw TA, CCCM Cluster and LWF on Friday 1st July to discuss how the Cluster can support a CMC election. 		
SoPs for the construction of infrastructure in IDP camp	<ul style="list-style-type: none"> CC presented the 4th version of the Standard Operating Procedures for the construction of new infrastructure in IDP camps. CC explained that the latest version had added a second modality for minor work under the threshold of \$2,000 All partners endorsed the SOPs DRC and NRC suggested other clusters/sectors may have difficulties adhering to follow the SoPs. The CC explained that the CCCM Cluster is regularly request by other Clusters, particularly WASH Cluster partners to intervene in disputes with CMCs over implementation modalities. These SOPs were developed based on 'do no harm' principles and follow the explicit instructions provided to the Shelter Cluster by the RSG on ways of working in IDP camps. Partners suggested that the document should be kept in draft form and shared with other cluster/sectors for comment before getting the SOPs endorsed by the RSG. 	CC to share SoPs with other Clusters / Sectors for review	
Cluster Analysis Report (June 2016)	<ul style="list-style-type: none"> CC reported that the Cluster Analysis Report for June 2016 is now available on the Shelter/CCCM/NFI website at https://www.sheltercluster.org/library/cluster-data-analysis CC provided handouts comparing the camp lists for December 2015 (145,062 IDPs) and June 2016 (119,862 IDPs). A separate handout was provided listing the 29 locations where former IDPs have now either returned or been relocated to individual housing and where the GAD now manage the villages under standard administrative structures. The CC stressed that although the CCCM caseload had reduced by 24,824 people, this does not necessarily mean they no longer 		

	<p>require humanitarian assistance. Each Cluster/sector should determine future levels of assistance.</p> <ul style="list-style-type: none"> • CC explained that since publication of the Cluster Analysis Report dated 1st March 2016, 1,900 IDPs living in Kyein Ni Pyin (KNP) IDP camp in Pauktaw Township have been added to the camp list following a field visit by DRC, CCCM Cluster and GAD. The reason for putting these IDPs back on the CCCM camp list is that DRC continue to run CCCM structures for the whole population in Kyein Ni Pyin and that the GAD is not using standard administrative structures for the population living in individual housing. • All participants stated that they had no objections to the criteria used for determining the CCCM camp list nor concerning the 24,824 former IDPs that have been removed from the list since December 2015 		
Camp Profiling	<ul style="list-style-type: none"> • Three members of the Rakhine profiling coordination team (CC and 2 participants from DRC) attended a 6-day training on profiling in Geneva by JIPS (12-17 June 2016). • DRC reported that the profiling TWiG will begin next week. • DRC reported that ECHO has agreed to fund the profiling exercise. UNHCR will be a co-funder 	Profiling TWiG to begin 1 st week July 2016	
Information Management	<ul style="list-style-type: none"> • IoM who has offered IM assistance to the CCCM Cluster was not present in the meeting. • <u>Camp Level Monthly Reporting Format</u> • DRC reported that following a meeting with IoM's information manager, a format has been developed for camp-level monthly reporting. The format is intended to harmonize reporting between all agencies in line with agreed indicators and standards. • As the new format is a CCCM Cluster tool, CC pointed out that IOM must consult with the CCCM Information Management unit in UNHCR Yangon regarding data ownership issues. • <u>Displacement Tracking Matrix (DTM)</u> • CC reported that IOM intend to roll out the Displacement Tracking Matrix (DTM) in Rakhine State in July. • NRC pointed out that DTM is very useful for locations which do not have CMAs. However, NRC questioned whether DTM was appropriate for the Rakhine context where IDP camps are covered by CMAs. • All participants raised concerns regarding overlap between the DTM and the Camp Profiling exercise supported by JIPS. • All participants agreed that the DTM tool should not be used in its generic form but tailored to specific requirements of the CCCM Cluster in Rakhine State. • Participants urged IoM to be fully transparent with CCCM Cluster partners and to consult with the Profiling TWiG and the Protection Working Group (PWG) before rolling out the DTM in Rakhine State. 	<p>CC to share monthly camp level reporting format for finalization by partners.</p> <p>IoM to discuss data ownership of monthly reporting data with UNHCR Yangon</p> <p>IoM to present the DTM Tool to CCCM partners in Rakhine</p> <p>IoM to discuss the DTM with UNHCR Yangon</p>	
Disaster Preparedness Strategy	<ul style="list-style-type: none"> • OCHA reported that they are preparing an emergency contingency plan for all Clusters/sectors in Rakhine State. OCHA thanked CCCM/NFI & Shelter Clusters for their inputs and explained that the plan will be translated into Myanmar and shared with the government for implementation in case of a natural disaster. • OCHA have requested the Social Affairs Minister to organize a 2-day workshop on disaster preparedness and response. • OCHA informed participants that they will be holding biweekly meetings for Cluster/sector leads on disaster 	CC to update NFI stock lists for all partners	

	preparedness and response.		
CMC Reform	<ul style="list-style-type: none"> The State Secretary was presented with a discussion paper entitled 'Establishing Representative CMCs in IDP Camps in Rakhine State' in early May. However, as a result of the verification process in Rakhine State, the CMC reform process has been put 'on ice' by the State Secretary. All participants stated that they have no objections to the content of the document and were willing to endorse it as a Cluster paper. It was agreed that the paper would be edited and will include an executive summary Partners agreed that the CCCM Cluster should request OCHA and the RCO office to elevate the discussion paper to the Chief Minister 	CC to edit the discussion paper and share with partners	
CCCM/NFI Strategy	<ul style="list-style-type: none"> CC suggested to CCCM partners to begin work on the CCCM Strategy for 2017 as soon as possible. Partners requested UNHCR to organise a 1-day CCCM strategy workshop in mid-August. NRC reported that it is currently revising its strategy and welcomed the strategy workshop. 	UNHCR to organise a 1-day CCCM Strategy workshop in Mid-August	
AOB	<ul style="list-style-type: none"> DRC reported that they are finalizing a coordination survey document for the camp level coordination meetings and Sittwe level coordination mechanisms which they will present at next CCCM/NFI cluster meeting. NRC proposed for the involvement of other Cluster /Sectors at CCCM/NFI Cluster meeting. UNHCR requested CMAs to invite them to all camp level inter-agency meetings. Haymar Wai Hnin (CCCM Field Associate) is the UNHCR focal point for these meetings. 	CC to request Cluster/sector leads to attend CCCM Cluster meetings	

Next CCCM Cluster Meeting:

Date: Wednesday, 27th July 2016

Time: 10.00 AM -12.00PM

Venue: UNHCR Field Office, Sittwe

Chair: Richard Tracey (CCCM Cluster Coordinator)

Participants List

	Name	Agency	Email	Mobile
1	Richard Tracey	CCCM Cluster / UNHCR	tracey@unhcr.org	0944 802 7896
2	Haymar Wai Hnin	UNHCR	waihnin@unhcr.org	0926 185 3595
3	Kyaw Kyaw San	UNHCR	sank@unhcr.org	0942 105 3662
4	Bruce Spires	DRC	bruce.spires@drcmm.org	0945 667 0826

5	Richard Nixon Okello	NRC	richard.okello@nrc.no	0945 135 9894
6	Yadu Shresta	LWF	yadulalshresta@gmail.com	0940 158 6270