

## Rakhine Shelter (CCCM and NFI) Cluster Coordination Meeting

**Date:** Wednesday 15<sup>th</sup> August 2016 **Chair:** Richard Tracey (CCCM/NFI Cluster Coordinator)  
**Time:** 10:00 AM - 11:30 AM **Participants:** UNHCR (7), IOM (2), OCHA (1) DRC (1), LWF (2) NRC (2)  
**Venue:** UNHCR FO, Sittwe **Minutes:** UNHCR

Agenda item	Discussion	Action/Actor	Due date
<b>Introductions</b>	<ul style="list-style-type: none"> <li>The meeting was opened by CCCM / NFI Cluster coordinator (CC), Richard Tracey who warmly welcomed participants and presented the agenda and reviewed action points of previous meeting.</li> </ul>		
<b>Minutes</b>	<ul style="list-style-type: none"> <li>Minutes of the CCCM Cluster meeting of 29<sup>th</sup> June 2016 approved without further amendments</li> </ul>		
<b>Updates</b>	<p><u>CMC Reform</u></p> <ul style="list-style-type: none"> <li>CC reported that in accordance with the action point from the previous meeting that an executive summary was added to the discussion paper on CMC Reform and is being submitted to the Chief Minister through RCO.</li> </ul> <p><u>Ah Nauk Ywe</u></p> <ul style="list-style-type: none"> <li>Despite a formal request to agencies from RSG to suspend activities in ANY, SI and SCI continue implementing.</li> <li>LWF reported a community meeting in ANY yesterday concerning reforming CMCs as there is currently no official CMC in ANY. IDPs have selected 20 members including 5 or 6 members from old CMC and other community leaders. This selection does not include representation from the new CMC who have fled to the host community.</li> <li>LWF reported that a community meeting held in ANY last week decided on 7 disciplinary rules to support keeping the peace in the camp.</li> <li>LWF reported that the Pauktaw TA plans to reform the CMC in the last week of August.</li> <li>UNHCR protection team shared a report of an additional 20 IDP families moving from the camp to the host community. LWF explained that they have not visited ANY for 2 weeks in accordance with the request from RSG but will follow-up.</li> </ul> <p><u>SOP for the construction/rehabilitation of infrastructure</u></p> <ul style="list-style-type: none"> <li>The SOP was approved by State Secretary and is currently being disseminated to all heads of agencies through the DC.</li> </ul> <p><u>Profiling Exercise supported by JIPS</u></p> <ul style="list-style-type: none"> <li>An offer has been made to the successful candidate for the position of profiling coordinator. The new coordinator is expected in Sittwe in early September once a visa and TA is approved</li> <li>PWG currently working on a traffic light system highlighting protection risks associated with proposed themes and indicators.</li> </ul>	<ul style="list-style-type: none"> <li>RCO office to submit discussion paper on CMC reform to CM</li> <li>UNHCR/OCHA to follow-up with SM/SS</li> <li>LWF to follow-up on new caseload displaced to host community?</li> </ul>	As soon as possible.

Agenda item	Discussion						Action/Actor	Due date
<b>Shelter Cluster Operational Updates</b>								
	<b>Agency</b>	<b>Location</b>	<b>Target (Shelter Units)</b>	<b>Achievement</b>	<b>Proposed Completion Date</b>	<b>Comment</b>		
	LWF	BaSaRa	400	75%	September	Repair Phase 2		
		KDK 1	366	100%	COMPLETED	Repair Phase 2		
		KDK 2	394	11%	September	Repair Phase 2		
		OTG (S)	1,440	50%	September	Repair Phase 2 (Minor, Major & reconst.)		
		NC-2	590	60%	August	Repair Phase 2 (Major & Reconstruction)		
		Mingan (Relocation)	1	90%	August	New Youth Development centre by QIP/UNHCR Funded		
	NRC	TKP	80	0%		updating needs assessment		
		MTN	56	0%				
	DRC	BDP 1	704	100%	COMPLETED	Repair Phase 1		
		KNP	888	75%	August	Repair Phase 1		
		DP	1,197	30%	August	Repair Phase 2		
	DRC	STM	752	0%		Updating need assessment		
	UNHCR	OTC	476	100%	COMPLETED	Repair Phase 1		
	UNHCR	BDP2	1,198	100%	COMPLETED	Repair Phase 1		
	UNHCR	OTG-N	2,396	93%	August	Repair Phase 2		
	<u>Limitations &amp; Constraints:</u>							
	• DRC facing issues relating to miscommunication between Pauktaw TA & CMCs in order to complete rehabilitation							
	• DRC to meet with RSG Camp Focal Point in DP to resolve disagreements with CMCs							
	• NRC and DRC consider update need assessment in camps due to high deterioration in shelters							

Agenda item	Discussion			Action/Actor	Due date
CCCM/NFI Cluster Operational Updates	CCCM Partner	Achievements (since last meeting)	Proposed Activities (in next month)		
	LWF	<ul style="list-style-type: none"> <li>Completed reductions of incentive workers</li> <li>CCCM data collection in all camps</li> <li>Development of labour lists for infrastructure projects in accordance with SOPs</li> </ul>	<ul style="list-style-type: none"> <li>Collection of labour lists</li> <li>Complete hiring of new incentive workers</li> <li>Complete shelter maintenance &amp; repair</li> <li>On-going support to CMC reform process</li> </ul>		
	NRC	<ul style="list-style-type: none"> <li>Conducted CCCM trainings for CMCs</li> <li>Begun a HH profiling exercise</li> <li>Developing and reviewing roles &amp; responsibilities of CMCs</li> <li>NFI distribution to PSN completed</li> </ul>	<ul style="list-style-type: none"> <li>HH profiling</li> <li>Development of R&amp;R for CMCs</li> </ul>		
	DRC	<ul style="list-style-type: none"> <li>Complaints response mechanism established in 4 IDP camps</li> </ul>	<ul style="list-style-type: none"> <li>Initiate new weekly/monthly reporting format</li> <li>Hire new incentive workers</li> <li>Focus on peoples with disability</li> <li>Construct new DRC camp offices in DP &amp; BDP</li> <li>Construct community centre in DP</li> </ul>		
<b>Challenges &amp; Constraints:</b> <ul style="list-style-type: none"> <li>DRC currently negotiating with CMC members who insist on appointing family members as DRC incentive workers</li> </ul>					
CCCM/NFI Strategy Workshop	<ul style="list-style-type: none"> <li>CCCM Cluster partners to conduct a strategy workshop on 6<sup>th</sup> Sept 2016</li> <li>Participants: key RSG officials (15 participants), CMAs &amp; key ICCG members (CMA &amp; ICCG)</li> <li>LWF, DRC and IOM offered support for planning the workshop. CC will convene a weekly 1-hour meeting.</li> <li>Shelter Cluster coordinator agreed to participate in the CCCM strategy workshop 2016-17 to ensure alignment between the two Cluster strategies.</li> </ul>			<ul style="list-style-type: none"> <li>CC to convene planning meeting for the strategy workshop</li> <li>CC to share notes for CCCM/NFI strategy</li> </ul>	10 days  1 week
Information Management	<b>Cluster Analysis Report</b> <ul style="list-style-type: none"> <li>CC informed participants that the Cluster Analysis Report (July 2016) will shortly be available online at <a href="https://www.sheltercluster.org/library/cluster-data-analysis">https://www.sheltercluster.org/library/cluster-data-analysis</a>. The number of IDPs on the CCCM Camp List has decreased by 72 people to 119,790 IDPs in 38 locations. <ul style="list-style-type: none"> <li>Following their relocation, IDPs formerly from Kan Thar Hwet Wa IDP camp (42HH; 204 IDPs) were removed</li> </ul> </li> </ul>				

	<p>from the list while monthly reporting on births and deaths accounted for the remainder of the change.</p> <ul style="list-style-type: none"> <li>In July, UNHCR made a monitoring trip to the 7 IDP families in Tin Poe Tan village, Sittwe Township. IDPs appear to have fully integrated into the host community. The DC is requesting details from TAs and the protection sector are monitoring the situation</li> </ul> <p><u>CMA Monthly Reporting Format</u></p> <ul style="list-style-type: none"> <li>All CCCM Cluster partners welcomed the introduction of single monthly reporting format to be used in camps with CMAs. Partners encouraged IOM to swiftly resolve issues of data ownership and protection with UNHCR and to roll out a pilot of the reporting tool this month (Aug 2016).</li> <li>IOM offer to support partners with data collection, coding tablets/phones (ODK) and training enumerators</li> <li>PWG are currently reviewing the monitoring format for protection risks and concerns.</li> </ul> <p><u>Displacement Tracking Matrix (DTM)</u></p> <ul style="list-style-type: none"> <li>IOM explained that they have now upgraded their server in Manila to comply with UNHCR's requirements for data protection.</li> <li>Following discussions between IOM and CC &amp; DRC last week, which raised concerns regarding potential overlaps of the profiling tool and the DTM, it was agreed that IOM would initially target locations outside of the IDP camps of rural Sittwe. Once the profiling exercise has been conducted, DTM will be used to update key indicators relating to immediate humanitarian needs</li> <li>IOM expressed a great interest to use the DTM tool to identify humanitarian needs in locations previously on the CCCM list such as Mrauk U, Minbya &amp; Kyawtaw.</li> </ul>	<ul style="list-style-type: none"> <li>IOM to meet with UNHCR (Yangon)</li> <li>IOM to share reporting format / ODK coding with CMAs</li> <li>IOM to train enumerators from CMAs.</li> </ul>	<p>Asap</p> <p>31<sup>st</sup> Aug</p> <p>31<sup>st</sup> Aug</p>
<b>NFI Strategy</b>	<ul style="list-style-type: none"> <li>CCCM partners agreed to convene a Technical Working Group (TWiG) to develop a common strategy for NFIs.</li> <li>NRC suggested that instead of conducting an NFI needs assessment, that findings should be based on a common HH profiling tool. NRC are currently using such a tool in TKP &amp; MTN IDP camps</li> </ul>	<ul style="list-style-type: none"> <li>CC to convene TWiG on NFI Strategy 2017</li> </ul>	<p>Mid-late Sept</p>
<b>AOB</b>	<ul style="list-style-type: none"> <li>OCHA shared that WFP are conducting a SIMEX (23-25<sup>th</sup> August 2017) for AHCT and ICCG members.</li> <li>DRC proposed monthly Sittwe level coordination meetings between CMAs and services providers to discuss operational issues. As similar issues affect all IDP camps as well as to reduce meeting fatigue, LWF suggested the first meeting be conducted jointly by all 3 CMAs with all service providers. Following this, it will be possible to determine whether each CMA should conduct separate meetings for their camps or continue as a single joint monthly meeting.</li> <li>IOM reported that the new CCCM Capacity Building Coordinator will arrive to Sittwe very shortly to lead the DTM exercise.</li> </ul>	<ul style="list-style-type: none"> <li>DRC to convene monthly STW coordination meetings for CMAs &amp; service providers</li> </ul>	

### Next CCCM Cluster Meeting:

Date: Wednesday 21<sup>st</sup> September 2016

Time: 10.00 AM - 12.00 AM

Venue: UNHCR Field Office, Sittwe

Chair: Richard Tracey (CCCM Cluster Coordinator)

### Participants List

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