



Bamenda 01 September 2020

| Shelter Cluster Cameroon SW/NW – Meeting Minutes | | | |
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| Meeting: | Shelter Cluster | | |
| Date: | 01.09.2020 | Time: | 14:00 |
| Meeting Facilitator: | Mousa Fofana Ivo | Location: | Bamenda, NW |
| Minutes Prepared By: | Mildred Tebo | Location: | UNHCR Office |
| Agenda | | | |
| Shelter Cluster strategy update | | Shelter Cluster strategy update | |
| <ul style="list-style-type: none"> Standardization of shelter /NFI kits content for the NWSW | | <ul style="list-style-type: none"> Standardization of shelter /NFI kits content for the NWSW | |
| <ul style="list-style-type: none"> Discussions on management and challenges faced by shelter cluster members to date and recommendation | | | |
| NW Shelter Cluster SAG election | | | |
| <ul style="list-style-type: none"> Criteria/Responsibilities of a member <ul style="list-style-type: none"> - Date of election | | | |
| <ul style="list-style-type: none"> Information sharing and management issue and activities planned, targeted reached for partners outside HRP | | | |
| <ul style="list-style-type: none"> Need assessment and Beneficiaries selection issues | | | |
| <ul style="list-style-type: none"> Shelter cluster meeting days (twice or once a month ?) | | | |
| <ul style="list-style-type: none"> AOB | | | |
| Notes, Decisions, Action points | | | |
| Action points: | | | |
| <ul style="list-style-type: none"> All partners in the shelter and NFI response are advised to share with the cluster their strategy and kits composition. The Cluster to share with all partners TOR and link for voting. The shelter cluster need to come up with the SOP for shelter and NFI response and will be needing help from all partners and the protection cluster as well Partners should share with cluster their criteria for collecting data from the beneficiaries. The date for the meeting of Shelter/NFI cluster will be communicated within the month | | | |



Key issues and partner updates

- Concerning Agenda 1, the shelter cluster was developed in 2018 and given that it's a living document, it needs updates to adapt to the context. This is very evident with the coming of COVID-19 and changing dynamics. Major changes will be at the level of kits composition, approach and strategy.
- Concerning Agenda 2, Plan International shared their security challenges they faced on the field with regards to access negotiations and responses. Lack of coordination has worsened the whole issue. Partners don't know who is doing what and where.
- Shelter needs are enormous due to multiple displacement in the both regions.
- Concerning agenda 3, there will be a shelter SAG election
- SHUMAS, implementing partner to IOM admitted they are present in all the 7 divisions in the NW Region in shelter NFI response and protection as well.
- As to agenda 4, the Information Management colleague of UNHCR promised to share to all partner the 5Ws templates and organised training at the level of NWs to teach partners who still faced difficulties in filling the 5Ws. This will improve reporting of field activities.
- Concerning Agenda 5, it was agreed by all partners that, there is no established list for IDP in this context. If working only with IDPs, there will always be a problem in selecting the beneficiaries. Our focus will remain saving lives not targeting a particular population or particular location.
- Concerning agenda 6, Shelter cluster meeting days will be once every month and the date will be communicated within the month

Information Management Updates

Organizations were encouraged to always report activities carried out using the 5Ws Metrix. The templates will be sent to those who do not have.

Trainings will be coming up subsequently for those organisations who still have difficulties filling the 5Ws

AOB

For the MSNA for Boyo, some partners have some Items to support the IDPs

- SHUMAS has some Shelter kits
- Plan international has some COVID-19 preventive Kits
- HEDECS plan to join the team to help for the assessments and they are good in WASH.

Action Items

Action Points

- All partners in the shelter and NFI response are advised to share with the cluster their strategy and kits composition.
- The Cluster to share with all partners TOR and link for voting.
- The shelter cluster need to come up with the SOP for shelter and NFI response and will be needing help from all partners and the protection cluster as well



- Partners should share with cluster their criteria for collecting data from the beneficiaries.
- The date for the meeting of Shelter/NFI cluster will be communicated within the month

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| Next Meeting | |
| To be decided and communicated. | |