

**West Bank and East Jerusalem Shelter/NFIs Cluster meeting, Wednesday 4 August 2021**

**Minutes of Meeting**

Topic and Notes on Discussion	Action Points/ Who/When
<ol style="list-style-type: none"> <li>1. Review of action points from the previous meeting.</li> <li>2. 5Ws platform introductory session</li> <li>3. ACF presentation: Quality Assurance and Quality Control (QA and QC)</li> <li>4. Presentation of key elements of the WB mass demolition contingency plan.</li> <li>5. Partners Shelter NFIs stockpile level for small/medium scale emergencies.</li> <li>6. Demolition WG update mid-year trend overview, mass demolition responses, challenges and gaps.</li> <li>7. Partners update</li> <li>8. AoB</li> </ol>	
<p><b>1. Review of action points from the previous meeting.</b></p>	
<p>One action point from the last meeting to share ACF safety guidance. Completed</p>	
<p><b>2. 5Ws platform introductory session</b></p>	
<p>The link for the 5Ws platform : <a href="https://data.ochaopt.org/dbs/5ws/5wsplus/login.aspx">https://data.ochaopt.org/dbs/5ws/5wsplus/login.aspx</a></p> <p>This is an introductory session for the platform, if you faced any problem in accessing the site you can contacted the cluster team.</p> <p>The first step to select the cluster name from the list.</p> <p>If you are not registered, you need to go to registration form and follow the steps. Note that, each cluster needs different account to access the platform.</p> <p>After completing and send the registration from, IM will received a notification to activate the account.</p> <p>Follow these steps to enter the project/activities:</p> <p><b>Who:</b> Select the cluster, org name, implementing partner(s), the full name of the focal point, email of the FP, and the mobile phone number.</p> <p><b>Where:</b> choose WB, Gaza or both,</p> <p><b>What:</b> enter the project name, description of the project, narrative to describe the project, type of the project if HRP or regular project, project code , the cost , funding status</p> <p><b>When:</b> The duration of the project, start and end date, ongoing or completed project. The planned projects option not included.</p> <p><b>Then press add activity tab.</b></p> <p>The entire activities list included in the dropdown menu if you have activity not mentioned in the list, please inform the cluster to add. Select the</p>	

<p>governorate/community, and insert the start and end date for the activity, beneficiaries disaggregation then press add activity          You can edit or delete any activity later          The final step save the inserted activity          Q: You have an export to excel option, but it is not working          A: The design of the excel sheet not finalized yet.          Q: the labeling of the beneficiaries for the completed activities are wrong          A: the table headings will be modified.          Q: we shared the excel format for the data monitoring for the first quarter is that enough or we need to reinsert the information on the 5Ws.          A: 5Ws is not related to HRP monitoring, the platform has different purpose mainly to map out different cluster partners activities and to produce updated dashboard.</p> <p>You can contact Mohammed El Aklouk at (<a href="mailto:im1.palestine@sheltercluster.org">im1.palestine@sheltercluster.org</a>) any time for any support.</p>	
<p><b>3. ACF presentation: Quality Assurance and Quality Control (QA and QC)</b></p>	
<p>The quality is a key element to comply with the agreed minimum shelter standards and to have dignified living space for the people. The presence of internal procedures to control the quality of the works are necessary step to improve the overall output quality.          Quality is one of the main pillars of each activity. As a continuation for knowledge sharing ACF presented this guidance today. these procedures including a common tools to control any materials assistance          QA and QC are not unique tools but combined with other tools to guide the quality for all the works          the site memo, field inspection, experienced staff are factors contributing to achieve the min. standards and ensure quality everything is complying with min standard          There is SoPs and short manual to guide the field works at all stages before, during and after implementation to inspect the works, procedures and materials.          In this presentation, ACF extracted parts from the manual clarifying the roles and responsibilities and the FPs of different persons depending on the team and org structure.          ACF appointed dedicated QA&amp;QC engineer to follow up the safety and quality control including site inspection, submittals, and site memo to rectify any certain defects.</p>	
<p><b>4. Presentation of key elements of the WB mass demolition contingency plan.</b></p>	
<p>The ICCG prepared CP for mass demolition, the scenario, coordination, cluster activities as summarized in the presentation.          Comment: to identify the partners working at the affected area/community, sometimes non-cluster partners working in Shelter/NFIs responses, it is important to know the active partners to include them in the coordination loop.</p>	

<p><b>5. Partners Shelter NFIs stockpile level for small/medium scale emergencies.</b></p>	
<p>As clarified in the attached presentation</p>	
<p><b>6. Demolition WG update mid-year trend overview, mass demolition responses, challenges and gaps.</b></p>	
<p>ACTED presented the first half of 2021 demolition trends During the first 6 months 156 demolition / confiscation incidents in WB and EJ targeting 424 structures including 130 donor funded. First half of 2021 demolition rate is 72% higher than same period of 2020 ( 392 vs 548) , donor funded structures (65 vs 152) For the type of the structures, the agriculture one are the highest (141) then the residential structures (106) Also the number of the displaced people (585) this year and is the highest number compared to the same period of the last 4 years as well as the donor funded structures The main demolition in area C 70%, 29% in EJ and 1% in area A and B Ras Al –Tin mass demolition: on 14<sup>th</sup> of July the ICA confiscated around 49 Palestinian structures including residential shelters, livelihood equipment, storage tanks, and mobile lanterns. 13 HHs comprising 84 people including 53 children and 14 women have been displaced. 20 residential shelters and 16 animal structures were demolished. The WBPC provided all the main needs for the community. Access and hindering humanitarian assistance delivery are the main challenges we are facing. Meanwhile, we are coordinate closely with NRC team for legal advices on how and when to provide responses.</p>	
<p><b>7. Partners update</b></p>	
<p>PRCS: Regarding the advocacy plan, given the sharp increase figures in the demolition, any plans for to end fi the year to have concrete advocacy. The demolition and particularly mass demolition given a special attention through AWG and other groups involving diplomats  PUI : we witnessed 50% increase in the settlers violence compared to the last year PUI conducted workshop to identify the communities at higher risk of settler violence and to prioritize the communities for specific protection needs</p>	<p>Including Rasha from PRCS to AWG mailing list</p>
<p><b>8. AOB</b></p>	
<p>Next cluster meeting on <b><u>Wednesday 6th of October</u></b></p>	