

Shelter TWiG meeting minutes and action points

Venue: (Through Skype)

Date/Time: 04/05/2020 at 11:00 AM – 12:23 PM

Issues discussed	Action required/carried out
1. Welcome the shelter TWiG group members <ul style="list-style-type: none"> a. Please refer to the attached attendance list. 	None
2. Finalizing the Criteria for reviewing Emergency Shelter Kits <ul style="list-style-type: none"> • <u>Reviewed together the topics we need to review on ESKs; below are the agreed themes to be reviewed by the members:</u> <ul style="list-style-type: none"> - ESK Items (Quantity) - Quality of the current ESK items - Skill required for the ESKs - Modality of Implementation - Cost of the items (Total) - Local availability of the material - Minimum Sqm/per person consideration for the ESK - Cash or In-kind material - How best to fix the plastic tarpaulin in the shelter/Guide - Flood mitigation consideration - Improving/Upgrading the design of the current ESK - Beneficiary feedback from the PDM and/or PCM reports 	<p>The group endorsed all the topics in the left column to be focused in the ESK review process.</p> <p>It is also agreed that every meeting we will discuss 2 or 3 areas in depth and the group will do their research in advance to contribute the discussion effectively.</p>
1. ESK review <p>Some of the members suggested that we divide the ESK in to two:</p> <ul style="list-style-type: none"> - Providing in kind material to the beneficiaries (full kit) - Construction the ESK through IPs (Reduced kit) 	<p>We agreed to look in to this option, specially that the beneficiaries come up with upgraded shelters when the material is provided to them. (IOM will share the group some photos from the field)</p>

<p>The plastic sheet available in the market is not of good quality</p> <p>Some members of the group suggested to discontinue the sisal rope in the current ESK <u>(This will be discussed when we review the materials and design of the ESK).</u></p>	<p>We agreed that the members share the different plastic sheeting they procure to know the available options in the market except UNHCR plastic sheet which is according to the SC standards.</p>
<p>2. Next meeting:</p> <p>a. Continue the collection of the different Shelter typologies</p> <p>b. Next meeting</p>	<p>a) UN HABITAT contributed new shelter typology (Rehabilitation and Reconstruction of Permanent houses).</p> <p>b) Next meeting will be on 18.05.2020</p>
<p>3. AoB</p> <p>The time of the Shelter TWiG is one hour and seems a bit less for the in depth discussions.</p>	<p>The team agreed to extend the timing to 1:15mints in our upcoming meetings</p>

Attendance list

#	What is your name? / ما اسمك؟	Which organisation are you working for? - ما اسم المنظمة التي أنت تعمل بها	What is your role in your organisation? / ما هو دورك في مؤسستك (المسمى الوظيفي)؟	What is your email address? / ما هو عنوان بريدك الالكتروني؟
1	Maria Alsaidy	YDNORG	Shelter & CCCM Coordinator	Shelter@ydnorg.org
2	Ahmed Amer	IOM	SR Operation Assistant SNF	AAMER@iom.int
3	Taher Nabil Taher	DEEM for Development	(CCCM, Shelter) program officer	t.nabil@deemyemen.org
4	Samira Saleh Hussein Al-Shawesh	UN HABITAT	National Program Officer/Coordinator	samera.alshawesh@un.org
5	Younes Ghanem	NRC	Shelter Area Coordinator	younes.ghanem@nrc.no
6	Badar Abdule	Shelter Cluster	SC -Technical Support	tech.yemen@sheltercluster.org