

Shelter TWiG meeting minutes and action points

Venue: (Through ZOOM)

Date/Time: 15/09/2020 at 10:00 – 11:35 AM

Issues discussed	Action required/carried out
1. Welcome the shelter TWiG group members a. Please refer to the attached attendance list.	None
2. Topics discussed/focused in our meeting Our discussion will focus on Transitional Shelters <ul style="list-style-type: none"> - Brief Presentation on T-Shelter - Re-defining T Shelter Life span - Roof design for the T -Shelters - floor material - Ventilations/Air circulations in the T -Shelters - Minimum Sphere standard for the Shelter size - Material availability/Quality of the material - Skill required - Cost of the T-shelters – The range - Identify key areas that need improvement in the T-Shelters 	All the topics discussed in-depth and the below action points agreed
1. Next meeting: a. Next meeting	b) Next meeting will be after 2weeks
2. AoB	

Main Points discussed and/or Action Points Agreed:

- The Shelter TWiG lead- presented brief presentation on the Transitional Shelters before the discussion started, the topics covered in the presentation were, Definition of the T-Shelter, Characteristics of the T-shelters, types of the T-shelters in Yemen, some field photos of the T -Shelters.
- Life Span – Depends on the location and the material made from the T Shelter the life span ranges from 1 to 3 years with minor renovations. While the ESK life span ranges from 1-9months.

- T-Shelter Roofs – We have varieties of T-Shelters, but they have commonly 2 types of roofs.
1) Lean-to roof. 2) Gable end roof
Roof Materials: The T-Shelters are commonly having, Iron sheet roofs, Insolation roofing and local wooden roof (*Khashab Al-mahali*).
- Flooring of the T-Shelters – So far there no specific material for flooring but it was recommended to raise the plinth level through the beneficiary contribution.
- Flood Mitigation measure – There is no plinth level for the current shelters, therefor, most of the shelters are affected by the flash flooding's. It was recommended to have Sandbag solutions around the shelters and/or wooden pallets.
- Cost of the T Shelters – With the flood mitigation measures and some improvements recommended the cost of the new T-Shelters rage from (600 – 800\$).
- Ventilations/ Air circulations – For better aeration the new T- Shelters should have minimum 2 windows with Size 60x60cm and not facing to each other in addition to the door.
- Sphere Standard – Minimum sphere standard for shelter space to be adhered for the T-Shelters, however, for the T-shelters there has to be space for the plot size which has cooking and washroom space. Minimum 3.5m² covered living space per person in tropical/warm climates, excluding cooking facilities or kitchen (it is assumed that cooking will take place outside). Minimum 4.5 m² to 5.5 m² covered living space per person in cold climates, including kitchen facilities as more time will be spent inside the shelter (cooking, eating, and livelihoods).
- Availability of the material – Though it depends on the location, type of the material and the seasonal climate. In general, the T-Shelter material are widely available in Yemen.
- Key Areas of Improvement -
 - ✓ Adding flood mitigation measures
 - ✓ Solar lights at Settlement level, in the settlement roads and around the washrooms
 - ✓ In the family plot considering Space for cooking, eating and livelihood when planning for T-Shelters.

Attendance list

#	What is your name? / ما اسمك؟	Which organisation are you working for? - ما أسم المنظمة التي أنت تعمل بها	What is your role in your organization? / ما هو دورك في مؤسستك (المسمى الوظيفي)؟	What is your email address? / ما هو عنوان بريدك الالكتروني؟
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