

## Minutes of Shelter/CCCM/NFI Cluster Meeting

**Venue:** UNHCR Office in Sana'a.

**Date/Time:** Sunday, August 16, 2015 at 14:00.

**Participants:** Abs Organization, ADRA, AlMasirah Association, AlSajeen Association, Civil Confederacy, CSSW, Education Cluster/UNICEF, ExU, GenCap, HFY, Hope of Life Foundation, IOM, Mercy Corps, NRC, ODF, Protection Cluster, RI, Sama Al-Yemen Foundation, Seeds Association, SHS, SSD, Transparency establishment for HR development and studies, UNHCR, UNICEF, VHI, YRCS

Agenda	Issues discussed	Action required
<b>Review of minutes and action points from previous meeting</b>	YRC to share the available NFI/Shelter stocks in their warehouse across the country with the cluster.	YRC highlighted the availability of NFIs kits in their branches in 9 Governorates. It was agreed that the detailed report will be shared with the cluster this week.
	Cluster team to share the draft of the following documents: - Updated cluster strategy for 2015. - SOPs/Criteria for the distribution of NFIs and Emergency Shelters assistance and the provision of cash for rental subsidies.	- The updated draft strategy 2015 will be shared with cluster partners on Tuesday for their feedback. - SOPs are still under the drafting phase.
	Cluster team to organize an ad-hoc meeting for partners interested to join the NFIs post distribution monitoring exercise.	The ad-hoc meeting is scheduled to take place on Thursday at 10:00am.
	Partners required to share information about their responses since the beginning of March till the 16 <sup>th</sup> of August.	Partners to share their reports by Wednesday COB.
	Partners to help populate the matrix of the collective centres and settlements and provide inputs.	Cluster team will re-circulate the matrix for partners to provide inputs.
	Cluster team jointly with HFY to follow up with ICRC and YRC to provide information on the areas which were covered/planning to cover by NFIs along with information on the items distributed in Taiz.	Cluster team along with HFY to follow up with ICRC on the areas covered and planning to cover in the coming week in Taiz.
	HFY, WETHAQ and Seeds Association to ensure proper coordination on the lists of beneficiaries and the targeted areas in AIDhale'e.	Partners confirmed that the coordination efforts is ongoing and there are no duplication. Relevant partners to update the cluster on their coordination work in the next cluster meeting.



<p><b>Update on the revision of the cluster strategy 2015 and TORs for the cluster and Technical WG.</b></p>	<p>Cluster Coordinator informed the participants that the Cluster Strategy for 2015 along with the TORs for the cluster and Technical WG will be shared on Tuesday for partner’s feedback and to be adopted in the next cluster meeting.</p> <p>It was also agreed to discuss the hubs and the sub-national structure of the cluster by the next meeting.</p>	
<p><b>IDPs in schools.</b></p>	<p>The Cluster Coordinator briefed partners on the meeting held with the Education Shelter/CCCM/NFIs, and Protection Clusters on the way forward to find solutions for the IDPs residing in schools. He mentioned that it was agreed to schedule for a meeting this Tuesday with Ministry of Education, Capital Secretariat Office, Executive Unit for IDPs and other relevant partners to discuss this issue as pilot in Sana’a. He informed partners if they are interested to join the meeting and the following were interested to be part of the meeting: IOM, YRC, Hope for Life and SSD. He stated that there will be a mission to Amran on Thursday to find a solution for IDPs in schools particularly for two schools.</p> <p>Education Cluster Coordinator raised with participants about an issue reported to him on last Thursday indicating that there a pressure on some IDPs families who are from Sana’a to evacuate the schools at the same-time they will be replaced by IDPs from other governorates which is a concern for the Education Cluster as it may create protracted displacement.</p> <p>CSSW suggested the development of a plan of action for IDPs voluntary return especially to areas which are relatively</p>	<p>Shelter/CCCM/NFIs Cluster, Protection Cluster, Education Cluster, UNHCR, IOM, YRC, ExU, Hope of Life and SSD to meet with the relevant authorities to find solutions for IDPs in schools and to update partners in the next regular cluster meeting.</p>



	<p>considered safe. Cluster Coordinator mentioned that the cluster firstly need to ensure that the sub-national cluster is effectively and there is an existed return package adapted by the national cluster. He confirmed that wherever access is possible and people is returning then we should get towards helping them.</p> <p>Relief International raised an issue of access to some districts in Hajjah especially Bakil AIMir district due to security concerns. Cluster Coordinator informed partners on UNHCR warehouse in AlHudaydah as staging point for the north governorates and he welcomed partners to use the warehouse to store their NFIs/Shelter items. He also informed partners that there are procedures to de-conflict an area to conduct distributions and he added that UNHCR is drafting internally an SOP for distributions including all scenarios which will be shared with the cluster. Also UNHCR will have a representation of teams from the international and national staff in AlHudaydah hub. Cluster team informed partners that there were access challenges in Hajjah even during “the Humanitarian Pause” and he added that there will be an inter-agency mission to Abs district in Hajjah this week.</p>	
<p><b>Standard Reporting Form</b></p>	<p>Cluster team briefed partners on the importance of providing information on responses using the cluster reporting form which will help the cluster to reflect the good work we are doing in the field, better planning of responses and identify gaps. At this stage, there are few data reported while partners are committed to report their responses. He added that the cluster will continue to use the SRF</p>	<p>Cluster team will re-circulate SRF with partners.</p> <p>Partners to share their activities report covering the period from the beginning of March till the 16<sup>th</sup> of August by Wednesday COB.</p>



	<p>which will feed in OCHA reporting form.</p>	
<p><b>AOB</b></p>	<p><b>Assistance for the Marginalized group in Amran</b></p> <p>UNICEF was raising a question about the cluster response for the Marginalized group in Amran. The Cluster Coordinator updated participants that after the Humanitarian Coordinator mission and discussions with local authorities the Marginalized group were moved from the flooded area (low area) to high area (land owned by the government). He added the results of the assessment conducted indicated the need of 68 families for tents and the distribution of the tents are taking place today.</p> <p><b>Registry of Cluster assessments</b></p> <p>Cluster Coordinator briefed participants on the importance of updating the cluster assessment registry and the assessment drop-box file.</p> <p><b>Gender session</b></p> <p>Inter-Agency Gender Advisor will organize a gender session this week for interested Shelter/CCCM/NFIs Cluster partners to hear about the their views on the cluster gender aspects. Cluster Coordinator added that it will be useful to have a presentation on the gender guiding principle.</p>	<p>Partners to share any assessments conducted in the last months with the cluster team.</p> <p>Cluster team will share the cluster one-page assessment registry.</p> <p>Gender session will be organized this week for the interested partners.</p>

## List of Participants:

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