

**Basic Needs Working Group  
 Syrian Refugee Response in Jordan**

<b>Meeting Location</b>	UNHCR Khalda office – EMOPs Room	<b>Meeting Date</b>	06.04.2015
<b>Chair Person</b>	Volker Schimmel –UNHCR, Roger Dean- NRC	<b>Meeting Time</b>	12:30-14:00
<b>Minutes Prepared by</b>	Claire Stephens		
<b>Purpose of Meeting</b>	Basic Needs WG Meeting		
<b>Next meeting</b>	Monday 13th April		
	Monthly WG Meetings = 1st Monday of every month (15:00)		

### 1.) Summary of action points

<b>Number of action point or discussion</b>	<b>Action point</b>	<b>Focal Point / Organization</b>
1.	JRP/JORISS - Keep up-to-date with changes to the JRP and requirements of the JORISS system	Volker Schimmel –UNHCR
2.	Report to ActivityInfo – deadline (8 <sup>th</sup> April) now passed	Everyone
3.	BN/WG Housekeeping – Establish links with constituent groups of the overall WG structure e.g. Mafraq, Azraq  Note that the monthly WG meetings will now be held the 1 <sup>st</sup> Monday of every month at 3pm	Volker Schimmel –UNHCR, Roger Dean - NRC
4.	MEB – Specific partners are to work closely with Dr Ahmed to clarify MOSD action on the survey of household income and expenditure  MOSD is to send criteria which map out cash assistance	Volker Schimmel –UNHCR Roger Dean – NRC Dr. Ahmed – MOSD Rasha Al-Adwan – MOSD
5.	Update on Winterization / Presentation as part of the series on optional experience sharing – Zaid Awamreh is to send out more details on the use of Winterization assistance for debt repayment, if requested by organisations  ACF is to present at the next meeting	Volker Schimmel –UNHCR, Roger Dean - NRC Zaid Awamreh – PU-AMI Cristina Majorano Sarapo - ACF
6.	VAF – Organisations are to be prepared for a session on VAF issues this month (April 13 <sup>th</sup> 14:00 at UNHCR Khalda)	Volker Schimmel –UNHCR, Roger Dean - NRC

## 2.) Attachments and References

Documents	Location	Contact Person
PU-AMI Winterization Presentation	To be uploaded to portal	Zaid Awamreh <a href="mailto:jo.shelternfi@pu-ami.org">jo.shelternfi@pu-ami.org</a>

## 3.) Minutes

Item	Discussion
Update on JRP/JORIS S	<ul style="list-style-type: none"> <li>• Below are the key points from a meeting held last week by MOPIC. Note: all of the below points were only verbally shared, there is yet to be anything confirmed in writing. The key points from a meeting held last week on this topic include:                             <ol style="list-style-type: none"> <li>1) News on the Declaration of Intent for the next JRP cycle – A planned shift from the 1 year cycle to a 3 year cycle will generate interesting discussions, mainly regarding how to combine this change with programs that are short term. The next cycle will be run from 2016-2018. The government is planning to do a large scale vulnerability assessment; an assessment on to what extent Syrian refugees have impacted upon Jordanian infrastructure/services etc. This will allow for more evidence-based discussion about what is attributed to influx and what is related to structural and pre-crisis circumstances. This area-level assessment will also help structural vulnerability assessment when combined with more focused assessment, such as VAF. The time frame for this assessment is around April.</li> <li>2) It seemed to be confirmed (written confirmation pending) that there will not be a media review of JRP but the rolling reports will be used to appear as reinvigorated task force structure, thus helping the planning stage for 2016-18.</li> <li>3) It was emphasized that the JRP is for the JRP only, meaning it is not going to track all assistance that comes into Jordan. It is mainly to do with Jordanian response to the crisis and the influx of Syrian refugees. There are certain procedures that happen around JRP and there is a big impact on the resilience side.</li> <li>4) Perhaps the most important point to be raised was in relation to clarifications on the approval process. It was made clear that there are two distinct approval processes: one for refugees and one for resilience. Whilst the resilience process requires pre-committee approval, this is not required for the refugee process. In exceptional cases, approval can be sought within 24 hours.</li> <li>5) Implementing partner/s – if the implementing partner is mentioned in the proposal submitted, the partner does not have to apply for separate approval. Although it is</li> </ol> </li> </ul>

	<p>important to be aware that the partner may not always be known, therefore a follow-up procedure may occur.</p> <p>6) The JORISS system requires specific references to JRP. If these references are clear and the project is within the frameworks that exists, there should be no obstacle to implementation.</p> <p>7) Go to <a href="http://www.jrpsc.org">www.jrpsc.org</a> in order to sign up, submit and then track procedures.</p>
<p>BN/WG Housekeeping</p>	<ul style="list-style-type: none"> <li>• Meeting schedule - following the previously-made agreement that a regular, monthly meeting schedule should be followed, it was agreed upon today that these meetings will be held on the first Monday of each month at 3pm. The meeting times during Ramadan will be confirmed at a later date.</li> <li>• Constituent groups of the overall WG structure – it was agreed that collecting and understanding constituent documents for other parts of the overall WG structure will allow for more informed discussions, e.g. structures in Zaatari, Azraq and other places where urban coordination goes on. Until now, a positive response from Zaatari has been observed, with the Chairs having passed on any documents or information concerning the Basic Needs WG. It was asked whether any organisations present has any information about the other locations. Zaid mentioned that his organisation, PU-AMI, attends the Zarqa coordination meetings; he has been asked to make sure the issue of Zarqa representation within the WG is mentioned at the next meeting in order to help establish a connecting link. Connection with Irbid is hopefully to be established through the Referral Coordination Meetings that take place bi-weekly in Irbid and Mafraq.</li> <li>• Reminder: the monthly reporting deadline for ActivityInfo is on the 8<sup>th</sup> April.</li> </ul>
<p>ISWG Meeting (8<sup>th</sup> April)</p>	<ul style="list-style-type: none"> <li>• Coordination of a work plan with themes for the year is currently underway. Sectors should be sending in their individual plans; the Basic Needs work plan is to be submitted this week. The content of this plan stems from the activities discussed in previous meetings, particularly contributions from discussions in January.</li> <li>• Update of the contingency planning document - this focuses mostly on the potential of influx from Syria. The process brings together actors, discussions and themes that have a relevance at the border, Raba Sarhan and Azraq. The process is currently ongoing. The document will be revised and circulated in coming weeks.</li> <li>• Impact Assessment Conversation – our understanding of the sector’s impact is something that needs to be improved and increased this year. Discussions about what Impact Assessment on a national level could look like and how all the aspects can be brought together are to take place. The results can be shared with the WG for feedback.</li> </ul>
<p>Update on MEB Task Force</p>	<ul style="list-style-type: none"> <li>• Around May/June last year (2014) there was a Cash WG task to work out the minimum expenditure for all groups. The results were made public and are available on the portal. However, the assessment was developed in a significantly different context to where we are today, meaning the MEB needs updating at an inter-sectorial level.</li> </ul>

	<ul style="list-style-type: none"> <li>• The task force for this update is being co-chaired by Dorte Jessen from the Food Security WG and Volker Schimmel from the Basic Needs WG. There are up to two representatives from every sector. The aim is to formulate a draft MEB in order to send to sectors for feedback.</li> <li>• Further details - MEB is the formulation of poverty lines to give refugee-specific cut-off of thresholds. These should help organisations know where to adjust or prioritize their assistance. The aim of MEB is to try and identify, either by sector standards or by assessment results, what a family needs to survive in non-camp settings. This is obviously easier for some sectors than others where there are no specific, attributable standards e.g. Health. In response to a question about how the MEB is formulated, Volker Schimmel outlined that the procedure of arriving to the MEB makes use of existing baseline data. A VAF baseline completed in January 2015 is used, as it is the best reference for the majority of sectors. Other data being used has a cut off period of 6 months. The process after the formulation/endorsement of MEB will be one of updating it regularly, knowing situations change all the time.</li> <li>• MOSD – Rasha Al-Adwan attended the meeting on behalf of Dr Ahmed. The census this year led by the DoS will include non-Jordanians. A survey on household income and expenditure is to be refined, it is understood that Syrians will be included in this survey. Questions were raised on the impact of this. It was noted that there is a two-year time period between enumeration, analysis and publication of these surveys. This means that the 2014 cycle is not likely to be published until 2016. Data is/will be available from an out-of-cycle edition completed in 2013 for Irbid and Mafraq; the government’s plan for a large-scale vulnerability assessment and the ongoing VAF, therefore information is still available for comparisons to be made. Rasha Al-Adwan offered to send the parameters of criteria which map out cash assistance. It was agreed that some partners should work closely with Dr Ahmed to hopefully bring some clarity to the next meeting.</li> </ul>
<p>Update on Winterization/Presentation as part of the series on optional experience sharing (PU-AMI)</p>	<ul style="list-style-type: none"> <li>• Before the WG meeting, a workshop on the Winterization scheme was held. Six presentations were given to review the process; these will be available within a week to 10 days on the Winterization page of the portal. The Winterization Task Force needs to meet again in order to finalize a report. This will focus on PDM findings, giving suggestions on where to repeat and improve, and hopefully imposing a standard for the next cycle.</li> <li>• In the WG meeting, Zaid Awamreh from PU-AMI gave a presentation on his organisation’s findings from this year’s Winterization scheme. One main point of focus was how the refugees used the assistance, with their PMD showing that only 14.5% of cases used the cash assistance on Winterization expenses. It was mentioned that whilst rent and debt were not considered part of Winterization expenses, perhaps these should be included in this category given the high number of cases that used assistance given in these areas, particularly as they are still important aspects to handle during winter. The lessons learnt from this year’s scheme were addressed and suggestions for improvement offered. Significantly, the organisation’s findings showed an issue with</li> </ul>

	<p>tension among refugees due to the disparities in aid given, therefore the suggestion of working by capita and not grouping was made. With the surprisingly high percentage of assistance spent on debt repayment, questions should be raised about its impact. Zaid has offered to give more details if desired. His email is: <a href="mailto:jor.shelternfi@pu-ami.org">jor.shelternfi@pu-ami.org</a></p> <ul style="list-style-type: none"> <li>The presentation to be given in the next WG meeting should be from ACF; this is to be confirmed. Sawsan Issa from IRC offered to give a presentation in the meeting following the month after.</li> </ul>
Update on VAF	<ul style="list-style-type: none"> <li>The baseline is currently being worked upon. There is an Intersector WG meeting on Wednesday, any useful information from this will be shared. With the baseline being finalized, we are now entering the process of validating the sector tree. Organisations should be prepared for some activity in April, as the criteria and processes being applied will be discussed in order to determine what is effective and what needs to be adjusted. The expectation is that at some point in May, these findings can be translated into operational access for application in response. If interested, organisations are asked to please be available for a session on VAF issues this month – April.</li> </ul>
AOB	<ul style="list-style-type: none"> <li>Nothing raised.</li> </ul>

### List of Participants

Organisation	Name
UNICEF	Jawad Aslam
NRC	Alaa Alsaqarat
CRP	Sarah Jaber
ECHO	Cecilia Pietrobono
Mercy Corps	Hala Abu Tayeh
NRC	Roger Dean
UNHCR	Volker Schimmel
UNHCR	Rasha Batarseh
PU-AMI	Zaid Awamreh
PU-AMI	Daniel Osnato
OXFAM GB	Osama Alshamleh
Handicap International	Israa Wahsheh
IRC	Sawsan Issa
ICMC	John Steiner
MOSD	Rasha al-Adwan
CARE	Mohammad Awamreh
AVSI	Fadi Hrimat
WFP	Ryan Beech