**Meeting minutes 18.06.13**

**Child Protection Sub-Working Group**

**UNICEF Jordan office**

**Agenda:**

* Revised ToR
* Findings from the inter-agency CP and GBV assessment in the host communities-UN Women
* Update from the field WG, Task Forces
* Update on the CFS training and Gender training
* Information Management for the CP sector-Robert/UNICEF
* AOB

**Agencies present**: UNICEF, UNHCR, SCI, ILO, IMC, IRC, ICMC, UNRWA, JRF, TDH-Lausanne, NICCOD, INTERSOS, AVSI, World Vision, Rescate International, Triangle GH, IFH/NHF, Zenid/Johud, UN Women, American Refugee Committee, CVT and USAID.

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| Agenda item | Issue | Action Point | Responsible agency(ies) |
| Revision of TOR | Members requested the ToR to be finalized at the next meeting, and that ToR should reflect the linkages to national coordination mechanisms. A ToR for a technical committee that were supposed to function as the linkage between the CP and GBV sector group and various national coordination groups was approved by the National Family Council Affairs (NCFA) back in January, but no meetings were held. It was decided to add the linkages to the revised version of the ToR instead of a separate ToR and ensure NCFA participate in the CP sector group meetings and provide regular updates and vice versa. | Revised ToR to be circulated for final comments/  inputs before next meeting 2 July | UNICEF/  UNHCR |
| Findings from the inter-agency CP and GBV assessment in the host communities-UN Women | UN Women presented the findings from the CP and GBV assessment in the host community. The final report will be shared within the next two weeks. | PPT to be shared | UN Women/  UNICEF/  UNHCR |
| Update from the field WG, Task Forces | The CP and GBV field WG Za’atri: work plans for CP and GBV have been the focus in the last meetings and will be finalized the coming week.  Cyber City (CC) and King Abdullah Park (KAP): specific CP and GBV referral pathways being finalized for both camps.  In CC, IRC will deal with child GBV cases and UASC. IFH/NHF will deal with GBV cases involving adult survivors.  UNHCR also do case management for CP and GBV. Referrals to FPD will be submitted through UNHCR.  EJC: regular updates from EJC will be provided by TdH. It’s important to ensure linkages to actors that will work in Azraq.  Azraq: regular coordination meetings take place and the CP and GBV sector groups have worked closely with Education and Youth actors to ensure schools and safe spaces are being established close to each other and maximized utilization of the spaces. Locations within each village area have been identified for all schools and spaces and some work has started (gravel and fencing). |  | UNICEF/  UNHCR |
| Update on the CFS training and Gender training | CFS training: as a part of the plan to scale up the response to the Syrian crises and enhance the outreach in host communities where most of the Syrian refugees are residing, UNICEF in cooperation with the Global Child Protection Working Group conducted training on CFS in order to ensure quality child protection outcomes in camps and host communities,. Given the on-going escalation of the humanitarian crisis in the region, the workshop was seen as an opportunity to ensure awareness of the globally Interagency Guidelines on CFS Spaces, and the ‘Minimum Standards for Child Protection in Humanitarian Action’. In addition to support a process of harmonisation of approaches to implementation of CFS spaces. A total number of 23 national and international organizations participated in the workshop. The training was funded by UNICEF, conducted by Hannah Thompson-Global CPWG, and co-facilitated by Mouaz Al-Takrouri UNICEF.  Gender training: two members of the CP sub-working group (Riccardo/AVSI and Jane/UNICEF) participated in the three day training 'Gender for Humanitarian Action’ facilitated by the IASC GenCap Senior Gender Advisor. The two members will be the Sector Gender Focal Points and will be expected to assist the CP sector to identify the distinct needs of women, girls, boys and men, tailor sector strategies to meet these needs and to measure the difference it makes for women, girls, boys and men. Training for the CP sector will take place in August. | CFS training materials to be update in Box Simple | UNICEF  UNICEF/  UNHCR |
| Information Management for the CP sector-Robert/UNICEF | Robert/IM UNICEF will support the CP sector to revise the RRP 5 reporting template, and if agreed upon by the members it will be an online tool.  The UNICEF IM will work with UNHCR IM to develop maps and relevant tools for the CP sector group.  Meeting to revise the RRP 5 template will take place Sunday 23 June and will include the chair for the Community-based Protection group and the leads for the three sub-working groups (CP, GBV and MHPSS). | RRP 5 reporting template/  online tool to be shared | UNICEF/ UNHCR |
| AOB | National CP and GBV SOP for the emergency:  The final version of the SOP is being finalized as well as the CP and GBV referral pathways. Tentative date for the launch is 9 July.  The idea is to identify 10-15 case workers from different organisations to provide feedback on the use of the SOPs within a three months period after the launch of the SOP. The SOP and its referral pathways will then be revised accordingly if needed.  A training plan will also be developed as part of the roll out of the SOP.  CP referral pathways:  The CP referral pathways will be circulated for final verification of contact details.  Launch of the ‘Minimum Standards for Child Protection in Humanitarian Action’: tentative date for launch of the English version is 16 July.  The contextualization workshop will be held 10-12 September due to Ramadan and the availability of the facilitator. The workshop will take into consideration the UNHCR ‘Protection Agenda for Children’. | Invitation to SOP launch to be shared  CP referral pathways shared by 27 June for final comments  Invitation to be shared | UNICEF/  UNHCR  UNICEF/  UNHCR  UNICEF/  UNHCR |

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