

**Working Group Meeting
Athens, Greece**

Date:	04 August 2016
Location:	Samaritan's Purse office
Participants:	UNHCR, SP, Mercy Corps, IRC, IOCC/ APOSTOLI, Hellenic Red Cross, CRS, Refucomm, Save the Children, CARE, Solidarites International, IRC, NORCAP/ CASHCAP, CaLP (Cash Learning Partnership)
Co-Chair:	Rami Beirkdar CRS, Carla Lacerda UNHCR
Agenda:	<ol style="list-style-type: none"> 1. Endorsement of the previous meeting minutes and summary review of action points 2. Communications Messages/ Information Campaign of Cash Pilot Distributions (to POCs, site managers etc) 3. Follow-up on Government issues (cash approval process, focal point for CWG, conditional cash, safety nets, next steps etc) 4. ECHO proposals – sharing of agency submission plans, review of 4Ws, gaps and overlaps, coordination requirements 5. MEB Vote, Review Consultancy TOR and follow-up on Winter MEB plus Relocation MEB and Urban cash programming 6. MPG SOP 7. CASHCAP/ CALP mission briefing 8. AOB
Summary Review of Action Points and Status	<ul style="list-style-type: none"> ○ Issue: DROPBOX vs CASH WG DATA PORTAL. Status: all documents are now updated on the CWG Portal including minutes, Government documents, MEB, strategy and policy decisions. ○ Issue: CASH/ FOOD/ NFI/ SHELTER WGs to discuss merging WGs or mailing lists. Status: A meeting will now be held on Wednesday 10 August at 13.30 between WG co-chairs to discuss best option. Will share thoughts and decisions with WGs after. ○ Issue: Legal issues around cash programming (conditional and multi-purpose) to be discussed, ways forward outlined for proposal to Government. Status: A meeting was held on Friday 22 July 2016. Minutes and action points from that discussion will be shared as soon as internally agreed by UNHCR and Government. ○ Issue: An inter-agency MPG SOP needs to be created ASAP. Status: PENDING. Agencies are requested to share their internal SOPs to Co-Chairs to contribute to tailoring global standards to Greek context. The SOP will need to be drafted in the coming weeks and circulated for comments. A separate meeting e.g. week of 22 or 29 August will be held to discuss, review and agree. ○ Issue: UNHCR's Request for Proposal of Financial Service Provider to be shared for comments to CWG members before end of next week. Status: This has been done and publication had to be done fairly quickly. ○ Issue: Invite CashCap/CaLP to next CWG meeting on 4 August. Status: DONE/ COMPLETED ○ Issue: CWG Co-chair to calculate which model is most prevalent and report back to agencies before the next CWG meeting on 4 August. Status: DONE/ COMPLETED. Vote done last week and results this week. ○ Issue: CWG to follow-up on the harmonization with UNHCR Relocation programme (but first an agreement on the above model and proposed CWG MEB needs to be agreed). Status: ONGOING. Relocation agencies to attend CWG meetings. ○ Issue: CWG to request support from CaLP/ CASHCAP/ Consultancy to revise the MEB for MPGs. Status: A TOR has been drafted by CWG Co-Chairs and will be shared for comments this week. TOR will be published for recruitment by mid-August. ○ Issue: UNHCR to share presentation and any outcomes from the PROGRES v4 mission and cash assistance tracking module when/ if available. Status: DONE, shared with the last minutes. ○ Issue: IRC to email CWG colleagues to confirm if they would use a duplicate checking system to be developed and used within 2 months (attached presentation with more details). Status: DONE, shared with the last minutes.

	<ul style="list-style-type: none"> ○ Issue: Agencies will only distribute cash assistance to pre-registered POCs (one-off and first month cash distributions to non-pre-registered will be accepted on an EXCEPTIONAL basis until pre-registration is completed on 7 August). Include this in the SOP. Status: DONE/ ONGOING, information shared with the last minutes. ○ Issue: Inform ISWG/ Pre-registration team as cash might create an incentive to pre-register. Status: DONE at ISWG meeting. ○ Issue: CP WG to have a cash agenda item in the agenda of their next meeting on August 10. Status: TBC, a separate discussion between Cash WG and Child Protection WG should also be conducted e.g. week of 22 or 29 August. ○ Issue: CWG recommends to distribute cards to individual men (and to cluster several men together under 1). IRC to harmonize on this ASAP. Status: TBC by IRC ○ Issue: Agencies to approach CWG Co-Chairs prior to taking decisions that will implicate on the harmonization, cash distribution of other agencies and the reputation of CWG as well as the acceptance of government on cash transfers. Status: TBC, ONGOING ○ Issue: Agencies to provide NFI/ Shelter WG with previously distributed packages and estimated costs in the local markets. Cash and NFI/ Shelter WG to draft a winter cash MEB and decide which items should not be monetized. Agencies to harmonize on amounts for winter, particularly in view of ECHO proposal. Status: DONE, winter package DRAFT completed between Cash, NFI and Shelter WGs (see Winter MEB and Specs of Winter Assistance). ○ Issue: An Inter-Agency/ Inter-Sector Winter Task Force to be created. Status: PENDING, from the ISWG or Cash/ NFI/ Shelter WGs. ○ Issue: Raise the issue of flows in and out of camps with SMS and Protection WGs. Status: Pending the next ISWG meeting 12/08. 	
Agenda item(s)	Discussions	Action points
1. Endorsement of meeting minutes	<ul style="list-style-type: none"> • Minutes from the previous CWG meeting were endorsed. 	<ul style="list-style-type: none"> • None
2. Communications Messages/ Information Campaign of Cash Pilot Distributions	<ul style="list-style-type: none"> • Main issue is that as agencies are starting to implement more pilot cash transfer programmes throughout Greece, some sites are covered and some are not. • This is causing conflict and tensions in refugee camp/ sites not receiving cash assistance who are either nearby or who hear about this through social media or other friends/ relatives/ communities in the other sites. • This week there were a few reported agitations on this in Leros, Ioanina and Northern Greece. • Reports and details are still being confirmed. • There is a need for agencies to share ASAP their communication messages to different target groups (such as POCs, site managers, MOMP/ MOD) prior to delivering cash assistance. • An inter-agency CWG messages should be harmonized so that we are all saying the same thing. • It is also important to reassure POCs that cash should cover all sites in 201 and 2017 but that this cannot be done simultaneously and that this will be delivered (until December 2016 or March 2017) by different agencies until systems are refined and fine-tuned further. • The CWG co-chairs are already in touch with CWC with regards to message drafting. • Something similar to the pre-registration exercise will need to be thought out by all. 	<ul style="list-style-type: none"> • Agencies to share Action point: agencies to share communication messages to Co-Chairs • CWG Co-chairs to draft key messages with CWC WG (similar to pre-registration exercise)
3. Follow-up on Government issues	<ul style="list-style-type: none"> • CWG Co-Chairs at the request of both CWG member agencies and the MOMP has drafted a proposed CWG and government criteria as well as approval system. This is pending comments from the CWG and feedback from the MOMP. 	<ul style="list-style-type: none"> • Co-chairs to follow up on CWG MOMP focal point • Co-chairs to follow-up on endorsement on the cash

	<ul style="list-style-type: none"> • CWG Co-Chairs met with MOMP (both Mouzalas and Voudouris office) recently to brief both on the CWG, cash activities by UNHCR and other actors (for emergency response and relocation schemes) and request for more guidance and support. • In addition, a follow-up is being done with regards to the Food Task Force Report which is currently pending comments and approval from MOMP. When this is done, a cascading of presentations on short/ medium/ long term next steps with regards to gradually decreasing food catering and increasing cash assistance will be done to inform all field agencies, site managers plus MOMP and MOD regional field focal points • CWG Co-Chairs also met with the Ministry of Labour and Social Solidarity to discuss the national SSI social safety net scheme, which has just started on July 14. This is an upgrade from the previous safety net scheme (document/ Greek Gazette document outlining the programme is uploaded on the UNHCR Portal CWG page website). • MOL is open to the possibility of the integration of asylum seekers into their programme, as long as they meet the criteria (e.g. legally living in country in 30 target municipalities, 6 months records of tax payments, income below x amounts etc). This will not be feasible currently to pre-registered POCs. Similarities were discussed. Follow-up meetings, plus a presentation of their programme at a CWG to be held. • An MOU could be the solution between UNHCR, other agencies and MOL with regards to conditional cash transfers to pre-registered refugees (e.g. incentives for skilled or unskilled labour in support of humanitarian response and activities). • Government MOMP focal points are overwhelmed and while they would like to lead/ attend CWG meetings or have a focal point for this issue, they requested in the meantime for the Co-Chairs to meet with them every 2 weeks to update on discussions, pending clarifications/ guidance/ approval and discuss government needs. Co-Chairs will be interlocutors for the time being until other arrangements can be made. Agencies to channel any questions and request through those. • What the government has requested and clarified is that they would like to only see 2 phases – (a) pilot and (b) scale-up plan. A harmonized database of beneficiaries is essential. UNHCR briefed them that UNHCR PROGRES v4/ cash assistance tracking database module is expected to be set up by no later than September 2016. • This will allow other agencies to benefit from the system and avoid overlaps etc. • Some agencies are getting approvals at local level, this will need to be discussed at central level. 	<p>approval system from MOMP and CWG</p> <ul style="list-style-type: none"> • UNHCR and other agencies to plan a meeting with MOL and follow up on the implementation of conditional cash programmes (e.g. MOU to allow provision of incentives to POCs for services/ activities) • UNHCR to confirm if 2 pager on follow up action points from meetings with the Government/ Lydia MOMP focal point and Protection colleagues can be shared with CWG (and share it) • Co-chairs to request MOL to present SSI programme at a CWG in near future • Co-chairs to meet with World Bank in Greece to establish links between emergency cash transfers and government safety nets, plus right to work • UNHCR to follow-up on PROGRES v4 and cash assistance tracking database module, share plans to CWG
<p>4. ECHO cash proposals (September 2016 – March 2017)</p>	<ul style="list-style-type: none"> • Since the submission of ECHO proposals, there is an urgent need for agencies to update 4Ws with more operational details and share their actual plans. • This will allow the CWG to map this information, check for gaps and overlaps and ensure coordination accordingly to support government approvals and avoid duplications. 	<ul style="list-style-type: none"> • Agencies to re-submit their 4Ws to include details from ECHO proposals (plus other donors) ASAP!!

	<ul style="list-style-type: none"> • The current 4W does not clarify agencies' cash plans including number of beneficiaries (planned and actual), duration, start date, amounts and specific locations. • If this is not done, there will be blockages in the approval of cash programmes and confusion at the site and beneficiary levels. • CWG will be under more pressure to ensure all geographical site coverage now to avoid tensions and conflict, as well as movements between camps, regions and from islands to mainland for e.g. (though there is no evidence of this yet). • The above coupled with an information campaign is urgent for this and next month! 	<ul style="list-style-type: none"> • Co-chairs/ UNHCR IM to MAP this information along with Relocation programme and Government Safety Net plans (if possible) • <i>This will also be discussed on 10 August meeting with MOMP now (requested at ECHO meeting 08 August)</i> 																																								
<p>5. MEB Vote, Review Consultancy TOR</p>	<ul style="list-style-type: none"> • The MEB vote was conducted and 6 agencies agreed on Model A. • Discussion, what do we do about the plus 20 plus 20 – no decision. • A TOR has been drafted for a consultancy to review the MPG MEB. • This will be circulated to international and national employment networks. Some suggested opening this to Greek academics who have looked at the same issue from a Greek Safety net perspective. More suggestions are welcome. • Agencies to implement for the time being a harmonized full MEB as per the guidance. • No combinations of NFI/ in-kind and cash to make up a full MEB will be accepted. • Any questions please contact Co-Chairs. <div data-bbox="436 850 1225 1038" style="background-color: #f0f0f0; padding: 10px; margin: 10px 0;"> <p>CWG Cash amount vote</p> <p>Edit your poll 7 0 6 days ago</p> <p>We calculated the total number of beneficiaries being served under each model from active cash programs present in the 4W, please pick one.</p> <p>A) 90/180/290/330: 4676 PoCs</p> <p>B) 90+50+50+50+50+20+20: 2834 PoCs</p> </div> <table border="1" data-bbox="472 1086 831 1433"> <thead> <tr> <th colspan="2">7 participants</th> <th>Model A</th> <th>Model B</th> </tr> </thead> <tbody> <tr> <td></td> <td>Claire/ SCI</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Jackie MacLeod - IR</td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> <td style="background-color: #f8d7da;"></td> </tr> <tr> <td></td> <td>Thomas/Care</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Corrie /Oxfam</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Josh/Mercy Corps</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>ana ferreira kyler</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Carla/ UNHCR</td> <td style="background-color: #f8d7da;"></td> <td style="background-color: #d4edda;"><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Your name</td> <td style="background-color: #d4edda;"><input type="checkbox"/></td> <td style="background-color: #d4edda;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: center;">1</td> <td style="text-align: center;">6</td> </tr> </tbody> </table>	7 participants		Model A	Model B		Claire/ SCI		<input checked="" type="checkbox"/>		Jackie MacLeod - IR	<input checked="" type="checkbox"/>			Thomas/Care		<input checked="" type="checkbox"/>		Corrie /Oxfam		<input checked="" type="checkbox"/>		Josh/Mercy Corps		<input checked="" type="checkbox"/>		ana ferreira kyler		<input checked="" type="checkbox"/>		Carla/ UNHCR		<input checked="" type="checkbox"/>		Your name	<input type="checkbox"/>	<input type="checkbox"/>			1	6	<ul style="list-style-type: none"> • Co-chairs to share MEB TOR with agencies and government for comments and publish by mid-August
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<p>6. CASHCAP/ CALP mission briefing plus Support Proposal and Next Steps</p>	<ul style="list-style-type: none"> • Capacity building aspects: types of courses (technical, strategic, institutional), target audiences, delivery model, locations and scale, OCAT – relevance/ targets/ tools and guidelines. Share it with agencies in Greece for their internal reviews? • M+E: linked to central information, ensure learning and adapting. • Delivery mechanisms: single platform learnings incorporated. • Advocacy: on gvt, internal org and other levels plus comms to beneficiaries. • Proposed approach: (1) CWG Co-Chair, (2) CaLP programme officer in country, (3) M+E and research officer, (4) GVT liaison officer. • Research pieces included: cash in European context, use of technology and review of all financial service providers, money on the move. • Issues of translation: ensure that CaLP comes with a translator or that budget incorporates for such services (Greek, Arabic and other). • Proposal is to ECHO for 12 months/ 1 year to support CWG. • Review of MEB is noted, plus monitoring tools, database etc. • CaLP to share a few pieces on emergency cash and links with safety nets. 	<ul style="list-style-type: none"> • Agencies to provide their feedback on this proposal for support to the CWG • CaLP and CASHCAP to share proposals with co-chairs for review and support • Co-chairs to share any update in near future
<p>7. MPG SOP</p>	<ul style="list-style-type: none"> • No time for SOP discussions but several action points! 	<ul style="list-style-type: none"> • Agencies to share their MPG SOPs in Greece • Hold a separate meeting to hash this out together (ensure to incorporate islands/ hotspots, urban and include national communications)
<p>8. AOB</p>	<ul style="list-style-type: none"> • Discussions on Restriction of card – most agencies agreed this should be a big NO for all. Single delivery mechanism will allow for that if and as required which will be determined in the SOP, only on exceptional circumstances (e.g. cash cards to minors). • Update on Food Task Force Report. • Winter MEB, Relocation MEB and Urban cash programming plus rent component. • Winter Task Force. • Pre-registration issues. • Urban cash strategy (e.g. squats). • Hotspot cash strategy (issues of onward travel and access to markets/ limited and restricted movements). Agencies doing cash in islands are: Mercy Corps, IPA, Samaritans’ Purse (in the past). • UNHCR RFP – submission shared with agencies, closing date is the 26th August, a bidders conference will be held and FSP proposals reviewed. Any comments? • PROGRES v4 + cash tracking database will be set up from September 2016. No discussion or follow-up on the IRC database so far. 	<ul style="list-style-type: none"> • Co-chairs to follow-up on feedback and endorsement from the MOMP on Food Task Force report • Co-chairs plus Food WG to conduct cascading of presentations to MOMP and MOD plus site managers in field/ regional levels) to ensure recommendations are understood • Need to follow-up on Winter MEB plus harmonization of Relocation MEB plus Urban cash programming

		<ul style="list-style-type: none"> • Co-chairs to follow-up on creation of Winter task Force • Agencies working on urban programmes to document how many people are not pre-registered and the main reasons for choosing or not being able to • Agencies on islands to submit one-pager to co-chairs demonstrating evidence of no onwards movement to mainland and access to markets
<p>Date of next meeting: Thursday, 11th August, 3-5 PM Location: either at UNHCR or MOMP (to be confirmed via email)</p>		