

Uganda – Child Protection Sub Working Group Monthly Meeting

Date	10 th January, 2019	Location	UNHCR Tiger Board Room	
Chair	Lisa Zimmermann, <i>Child Protection in Emergencies Specialist, UNICEF</i> Gaele Chojnowicz, <i>Child Protection Specialist, UNHCR</i>	Minutes prepared by	Sevume Charles – <i>National Child Protection Coordinator – Save the Children</i>	
Participating organizations	UNICEF, UNHCR, HIJRA, ICRC, InterAid, AVSI, WVI, SCI, ARC			
Agenda	<ol style="list-style-type: none"> 1. Welcome & Introductions 2. Review of Previous Minutes 3. 5Ws 4. Update from the CFS Task Force 5. Update on ProGres V4 roll-out 6. Update on the CP Case Management SOP 7. Update on the 5W / RRP Response Monitoring 8. Business Continuity Plan for the Ebola response 9. AOB 			
Previous meeting action points		Status	Responsible	
<ul style="list-style-type: none"> • Birth registration 		UNHCR to share final brief with partners. NIRA has awareness raising materials that need to be translated. UNICEF to follow-up and share.	UNICEF/UNHCR UNHCR	
<ul style="list-style-type: none"> • CFS TORs 		SCI to share CFS TORs	UNICEF	
<ul style="list-style-type: none"> • Business Continuity Plan (EVD response)Business continuity plan 		No feedback received in due time from partners. Partners to agree on whether to update it in the future or not	SCISCI	
<ul style="list-style-type: none"> • Foster care brief 		To be reviewed after 3 months Partner logos have been included but not for all partners. Missing logos to be added during review.		

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AGENDA ITEMS DISCUSSIONS

By Agenda Item	Main Points and Decisions from Discussions	Agreed Follow-Up Actions	Responsible
5Ws	<p>Challenges were identified in filling out the 5Ws as the excel sheet is not very easy to fill out. Points towards a capacity issue and the lack of comprehensive introductions provided to partners.</p> <p>Roll out of a more interactive humanitarian response tool which will generate maps and other such information in the future to ease this.</p>	<p>Organise a 3 – 4 hours' orientation workshop in Kampala to build partner capacity on filling out the tool</p> <p>UNICEF will host the meeting on the 30th January, 2019</p> <p>UNHCR will prepare the material required for this workshop.</p> <p>Existing template will be shared by UNHCR – 10th Jan</p>	<p>UNICEF</p> <p>UNHCR</p> <p>UNHCR</p>
FTR	<p>UNHCR to have a meeting with ICRC/URCS on FTR – processes involved, which approaches are working and how can we make it better</p> <p>SSD and Congo were consulted on FTR. SCI publication on FTR was referenced with learnings from the IDP situation.</p>	<p>UNHCR/UNICEF/ICRC/URCS to have meeting</p> <p>Need to have a task force for FTR</p> <p>Partners to internally assess selves on whether to be part of the task force or not.</p>	<p>UNHCR</p> <p>All partners</p>
ProGres V4	<p>Roll out of CP module will start in Kampala – February probably. There is a need for partners to understand what V4 is about, what their requirements and its implication on their case management work.</p> <p>Confidentiality will be ensured during use of V4. A clear ISP will need to be drafted.</p> <p>Case management task force was to discuss readiness of partners to roll out the same. In these meetings, we were to talk about the practicality of rolling this out in terms of resources, connectivity, personnel etc.</p>	<p>Engage registration team to orient CPSWG on ProGres V4 – 30 minutes.</p> <p>CMTF meeting to be held ahead of the next working groups meeting to discuss V4 nitty gritty</p>	<p>UNHCR</p> <p>CMTF</p>
BIP SOPs	<p>Shared with partners in the CPSWG for their comprehension</p> <p>Contextualisation is being done in the field coordinated by UNHCR</p>	<p>Brief members on status in the next meeting.</p>	<p>UNHCR</p>

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CFS Task Force	Meeting to be held this month. WVI/SCI to send out email reminder to members of this task force.	CFS Task force meeting to be held – 23 rd January.	WVI/SCI
Identification of learning Needs	There is a need to carry out a capacity needs assessment for CP partners.	Survey to be sent out by CPSWG leads for CPSWG members to fill out	UNHCR/UNICEF
Strategy Development	<p>CPSWG to develop a strategy on what we are hoping to do, how much it is going to cost. Prioritisation will be done on which activities are most pressing and not given the funding needed for CP.</p> <p>Partners with internal strategies to share with CPSWG co – leads.</p> <p>Coordination on developing the strategy will be done by Gaele - UNHCR</p>	<p>A workshop to be held on developing the strategy in Kampala – TBD</p> <p>A survey will be shared by beginning of February and shared by UNHCR on how best the strategy development process will be handled.</p>	<p>UNHCR</p> <p>UNHCR</p>
EVAC Mission	<p>1st week of February – one person for the EVAC fund will be visiting Arua, Yumbe and Moyo as part of this mission visit.</p> <p>Partners that received the EVAC fund will have a meeting with UNHCR on how the mission will be handled.</p> <p>Strategically, any partner that is not part of the consortium but would like to input on future funding is welcome to share with Lisa and Gaele.</p>	<p>UNHCR to communicate meeting date</p> <p>Let co-leads know in case agency is interested in applying for funding in the next round</p>	<p>UNHCR</p> <p>All partners</p>
CPiE Professional Development Programme - ESA	<p>First round of the programme has been launched for East and Southern Africa targeting CP mid – level practitioners. It looks at concepts and frameworks around CPiE. It will be a 6 months programme. Information and application materials were shared by UNICEF. All interested partners should identify suitable candidates to apply.</p> <p>The programme has got online learning, face to face, distance learning and ends with job placements. It will run for 6 months.</p>	<p>Interested partners should apply by 25th January, 2019.</p> <p>Re-share the information package</p>	<p>All partners</p> <p>UNICEF</p>
AOB	Partners to consider whether they agree if minutes will be shared on the UNHCR online portal for refugees moving forward.	Consider whether partners agree to upload meeting minutes on refugee portal.	All partners

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	Partners were encouraged to review the minutes and revert with feedback each time they are shared; when no feedback is shared the minutes are considered agreed on.		
OTHER ISSUES TO NOTE			
NTR			
Next Meeting	14 th February, 2019 at UNICEF, 9:30 am		
Date	10 th January, 2019	Location	UNICEF 5th floor conference room
Chair	Lisa and Gaele – UNICEF/UNHCR	Secretari at	Sevume Charles - SCI

Annexes