Present

Year, Date, Location

**Present**

**Absent:**
- WASH: Reem al-Amin (JEN)
- Food: Shorooq Hamdan (SCI)
- Health: Elsa Groenveld (Medair)
- Nutrition: Rozan Khalifah (Oxfam)
- Reproductive Health: Ola Al Tebawi (JHAS)
- Basic Needs: Lisa Dipangrazio (IRC)
- Protection: Alejandro Hurtado (MPDL)
- Child Protection: Monica Matarazzo (TdH)
- SGBV: Melanie Megevand (IRC)
- MHPSS: Dr Lina Darras (ARDD Legal)
- Site and Shelter: Saname Oftadeh (Lutheran World Federation)
- Sector Lead Agencies: Bertrand Blanc (UNHCR), Maysa Al Khateeb (UNFPA), Maaike van Adrichem (UNICEF), Heidi Legene (UN Women).

**Minutes**

1. **Update on GFP activities from the last meeting**

   The importance of sharing experiences of different GFP activities was highlighted, as each one’s particular experience can be inspirational for the others.

   **Education sector - update from Garrett**

   - Garrett and Emily (Mays was scheduled to participate as well yet injury prevented this) presented a session on how to perform a gender analysis at the week-long ACAPS Needs Assessment workshop. The session was interactive and well-received.
   - Garrett and Reem discussed the Gender Marker at the Education sector and found that there was a need to offer training.
   - Gender Marker Training was offered in a 2 hour session to 20 people from the Education sector. The presentation incorporated a focus on Education and interactive exercises were used. Basic terminology and concepts were explained at the very beginning.

   **Shelter sector – update from Matthew**

   - Discussion within the sector about the Gender Dashboard and Traffic Lights: they agreed to form a taskforce that will meet to discuss how to move Shelter from the red light to yellow or green. The taskforce will initially focus on seeking understanding of the distinct needs of women and men.
(including elderly), boys and girls through post-distribution monitoring. A Gender Marker training will be provided to those participating in the taskforce.

**Basic Needs sector – update from Angeliki and Jordan**

- The recent Gender, Age and Disabilities (GAD) training was very successful. More than 20 people participated. More people expressed interest than spaces available, another session will therefore be organized in December. Recommendations were made for the GBV SOPs for people who do home visits. There were suggestions for revision of the PDM tool to improve the understanding of gender dynamics.
- A discussion on gender and disability will be conducted in the next sector meeting (10th Nov).
- The Gender Focal Points bring up gender equality issues in every meeting of their sector.

**Protection sector: update from Alia**

- IOM conducted awareness sessions regarding trafficking in schools in the form of boys and girls performing role plays. This was helpful in delivering messages about early marriage etc. During these activities, individuals identified cases that needed follow-up.
- IOM has come across some cases of trafficking through home visits, which are referred where appropriate for investigation of criminal activity (i.e. trafficking).

**Health sector: update from Yara**

- Reproductive Health sub-sector is working on the standardization of core messages to include women, girls, boys and men. There is an interest in being more inclusive of men and boys when engaging on reproductive health.
- In the Health sector meetings Gender Focal Points are encouraging all sector partners to use SAD data as much as possible - also in the submission of projects into Activityinfo (where applicable – of course it is very difficult to have detailed and disaggregate data for future planning). WASH is a particularly problematic sector when it comes to SAD but when it comes to tracking, it is important to have data disaggregated.

**Food Security sector: update from Farah**

- Gender Marker briefing session was given in the sector.
- WFP update: as a consequence of the reduction of beneficiaries of 7% (37,000 individuals), WFP is receiving many appeals by people that still need their support. After review of their cases, some are reinstated. Widow-headed households were found to be one the most vulnerable kind of households, from a food-security perspective. The sector will consequently make sure that widow-headed households are not excluded from receiving assistance.

**SGBV sector: update from Eleonora**

- Gender equality issues were brought up during the training “Media and Journalism with a focus on GBV” which was addressed to journalists and NGO staff members (most of those not familiar to gender equality issues).
- Gender Marker training will be giving to interested sector members.

2. **Updates on the 3RP and JR**

The Regional Refugee and Resilience Plan (3RP) coordinates the humanitarian planning for refugees and host communities in the Syrian crisis response. Merrin (GenCap Advisor) and Koh Miyaoui (Senior Gender Advisor, UNDP) are supporting the refugee and resilience operations respectively to incorporate gender equality measures into the strategic planning.
Among other things, this means that the Gender Marker is applied to all of Sector Response Plans from each of the countries participating in the 3RP. There is a tight turnaround for the provision of the Gender Marker codings and advice for improvement. Merrin has done this.

With respect to the JRP, UN Women advises that the Jordan National Commission for Women are establishing a GFP network comprising Ministries staff at the national level.

The RC/HC and government have decided to retrospectively apply a gender review of the JRP narratives and indicators in the first quarter of 2015.

3. **Upcoming GenCap workshop**

The next GenCap workshop will be held in Geneva at the end of November. GenCap workshops are held twice a year. One of the highlights of this workshop will be a focus on monitoring gender equality in service provision. Jordan’s Gender Dashboard and Traffic Light will be featured in these discussions, as well as the possibility of looking at the incorporation of gender equality measures at the project level. There is also a session about incorporating the needs of older persons.

4. **Upcoming Regional GiHA training in December**

Two weeks after the GenCap workshop, the Regional GiHA training will take place – it will be addressed to staff part of the Syrian refugee response coming from other countries in the region, but also to the 4 Gender Focal Points who weren’t able to attend in August.

A learning journal was created from the material used during last training and attendees are supposed to read it before the training, so that there won’t be need to use Power Point presentations but only Interactive exercise discussions.

5. **Reviewing the SGFPN Action Plan**

Will review the current Action Plan at the December meeting.

6. **Mapping your agency’s PSEA policy**

PSEA policy in your agency must be shared with the Protection Sector/SGBV SWG (which is leading on this) AND with Merrin – if you are not in contact with Protection or SGBV Sectors, Merrin will pass on the info.

Some of the focal points explained the policy in action in their own agencies (if any). It is important to be aware of it, whether the policy exists. People tend to believe that Gender Focal Points will know about this sort of process, so you need to know at minimum who to refer the person to for action.

*Can UNHCR investigate on behalf of another agency?* It really depends on the case – in most cases probably not but for any detailed answer on this issue GFP are invited to contact directly Daniela Cicchella (Assistant Representative for Protection) who is the national PSEA focal point for UNHCR in Jordan. Inter-agency cooperation is important, though acknowledging integrated complaints processes can be complicated.

*Why is there all this interest in PSEA policies now?* Since the protection and integrity of the way that we engage with beneficiaries is paramount, it is important that each agency has a PSEA policy. Any time is a good to raise this issue.

*PSEA Policies and Children.* There must be credible processes for children to raise their issues: complaint processes for children (acknowledging their capabilities) should be in place for agencies, particularly, though not limited to, those working in CP sector. If not, the gap must be addressed.

It is noted that with the current targeting exercise to reach the most vulnerable by WFP (and soon to exercised by other sectors), that appeals about decisions regarding eligibility for aid are completely free At
such a time, people may offer to assist appellants to mount a case for their own profit. Please report to UNHCR or WFP if you hear about this happening.

VAF: gender analysis on how the action will affect people. Education had a specific discussion on it. Garrett was told that they don’t have a specific focal point for asking gender specific questions (for example to ask about the fact that the division by households makes it gender blind).

7. **AOB**

Web Portal: UNHCR confirmed that we can have it, but whatever we put there must be public. A platform like Dropbox for easy sharing of file will be used. Angeliki is leading on this point.