



<b>Date / Time / Venue</b>	<b>Thursday, 7<sup>th</sup> October 2021 – 11:30-13:00 – MS Teams</b>
<b>Attendees (10)</b>	<ul style="list-style-type: none"> <li>▪ Co-chair SGFPN [UNHCR]</li> <li>▪ Co-chair SGFPN [UN Women]</li> <li>▪ Information Management Officer [UNHCR]</li> <li>▪ SGFP Education Sector [NRC]</li> <li>▪ SGFP Shelter Sector [UNHCR]</li> <li>▪ SGFP GBV Sub-Sector [GFP]</li> <li>▪ SGFP WASH [Help]</li> <li>▪ SGFP SRHR Sub-Sector [IFH]</li> <li>▪ Gender and protection resource persons [UN Women and UNHCR]</li> </ul>

## 1. Welcome Remarks / Agenda

The SGFPN Co-chairs welcomed the participants and introduced the new UNHCR SGFPN Co-chair Elena Guseva who will take an ad interim Co-chair role, while Susana Boudon will remain a SGFPN Co-chair and resume her role as Inter-Sector Coordinator.

The UN Women SGFPN Co-chair presented the agenda of the meeting and invited participants to add any other Agenda item under AOB.

- Welcome remarks, agenda presentation & follow-up on action points
- Brainstorming Reflection on Role of Sector Gender focal Points including in relation to the below key priority tasks:
  - Gender Monitoring Dashboard Progress Status
  - Multi-Sectoral Gender Profile
  - Sector-specific gender trainings
- AOB

*For further information, please contact:*

*Susana Boudon, Co-chair of SGFPN, UNHCR, [boudon@unhcr.org](mailto:boudon@unhcr.org)*

*Elena Guseva, Co-chair of SGFPN (ad interim), UNHCR, [guseva@unhcr.org](mailto:guseva@unhcr.org)*

*Marie Sophie Pettersson, Co-chair of SGFPN, UN Women, [marie.pettersson@unwomen.org](mailto:marie.pettersson@unwomen.org)*

## 2. Progress of Action Points from the previous meeting

The SGFPN UN Women Co-chair went through the list of action points of September 2021 meeting and the status of follow-up.

- Email granting access to SGFPs to report on Gender Monitoring Dashboard. [Done]
- To fill in Q1 and Q2 Gender Monitoring Dashboard templates. [Pending and Overdue]
- To provide support for the new members in mentoring them to fill in the Gender Monitoring Dashboard. [Continuous]
- To nominate a SGFP to represent SRH in the SGFPN. [Done]
- Monthly updates from SGFPs/Sectors: update the network monthly on progress against individual workplans and gender activity plans with sectors, sector gender related matters, etc. [Continuous]
- To share by the second half of September the Multi-Sectoral Gender Profile template with gender focal points. [Postponed]

*For further information, please contact:*

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### 3. Brainstorming Reflection on Role of Sector Gender Focal Points

An interactive reflective discussion took place among SGFPs and SGFPN Co-chairs with the following key points raised:

- SGFPs feel they lack clarity on the expectations for their roles and responsibilities
- Some SGFPs are new and feel they didn't receive proper induction orientation
- Some SGFPs feel overwhelmed by all the information and reporting requests they receive via email and through online meetings and would like more in-person meetings to feel more acquainted and motivated
- SGFPs appreciated the GIHA trainings they received from UN Women but still felt they needed more experience in order to implement what they learned in practice.

The SGFPN Co-chairs presented the SGFPN ToRs including key responsibilities of SGFPs to the group and briefed members on their key tasks and priorities. The SGFPs are invited to attend the SGFPN page at the operational data portal to find useful documents: [link](#)

It was agreed for SGFPs for now to focus on completing the Gender Monitoring Dashboard exercise while the other plans for the Multi-Sectoral Gender Profile and the Sector Specific Gender Training are postponed.

#### **Action Points:**

- SGFPN Co-chairs to recirculate SGFPN induction package to all SGFPN members including ToRs for SGFPs.
- If feasible, informal in-person SGFPN meetings to be organised in Q4 of 2021.
- All SGFPs to email **by Tuesday 12<sup>th</sup> October** *Naseem Taqatqa, Assc. Information Management Officer, UNHCR [taqatqa@unhcr.org](mailto:taqatqa@unhcr.org)* for UNHCR to again grant access to download information to report on Gender Monitoring Dashboard.
- SGFPs who require additional refresher training on the Gender Monitoring Dashboard to contact UNHCR team **by Tuesday 12<sup>th</sup> October**.
- SGFPN members to fill in Q1, Q2 and Q3 Gender Monitoring Dashboard templates **by the end of October 2021**.
- UNHCR Inter-Agency Coordination Unit (Inter-Sector & Information Management Teams) will support the new members in mentoring how to report on the Gender Monitoring Dashboard.
- Health Sector to nominate a SGFP representing Health Sector in the SGFPN.
- Exercise for SGFPs to input into drafting of multi-sectoral gender profile to be postponed until after Gender Monitoring Dashboard exercise for Q1-3 is complete.
- SGFPs to consult further with their Sector leads and be in touch with SGFPN Co-chairs if they still wish to conduct sector-specific trainings on gender in programming (online introductory sessions and 2-day in-person trainings as per earlier plan) in Q4 of 2021 or Q1 of 2022. SGFPs will be expected to co-prepare and co-facilitate these trainings with support from SGFPN co-chairs to be agreed on and as needed.

*For further information, please contact:*

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▪ *Naseem Taqatqa, Assoc. Information Management Officer, UNHCR [taqatqa@unhcr.org](mailto:taqatqa@unhcr.org)*

▪ *Susana Boudon, Co-chair of SGFPN, UNHCR [boudon@unhcr.org](mailto:boudon@unhcr.org)*

▪ *Elena Guseva, Co-chair of SGFPN (ad interim), UNHCR, [guseva@unhcr.org](mailto:guseva@unhcr.org)*

▪ *Marie Sophie Pettersson, Co-chair of SGFPN, UN Women, [marie.pettersson@unwomen.org](mailto:marie.pettersson@unwomen.org)*

4. AOB		
NA		
Action Points	Responsible	Deadlines
SGFPN Co-chairs to recirculate SGFPN induction package to all SGFPN members including ToRs for SGFPs.	SGFPN Co-chairs	Oct 2021
o Informal in-person SGFPN meeting to be organized in Q4 of 2021 (if feasible).	SGFPN Co-chairs	2021
o All SGFPs to email by Tuesday 12th October Naseem Taqatqa, Assoc. Information Management Officer, UNHCR taqatqa@unhcr.org for UNHCR to grant access to download information to report on Gender Monitoring Dashboard.	SGFPs + UNHCR Team	12 <sup>th</sup> Oct 2021
o SGFPs who require additional refresher training on the Gender Monitoring Dashboard to contact UNHCR team by Tuesday 12 <sup>th</sup> October.	SGFPs + UNHCR Team	12 <sup>th</sup> Oct 2021
o SGFPN member to fill in Q1, Q2 and Q3 Gender Monitoring Dashboard templates by the end of October 2021.	SGFPs	Oct 2021
o UNHCR Inter-Agency Coordination Unit (Inter-Sector & Information Management Teams) will support the new members in mentoring how to report on the Gender Monitoring Dashboard.	UNHCR	2021
o Health sector Chair to nominate a SGFP representing Health Sector in the SGFPN.	Health Sector	Oct 2021
o Exercise for SGFPs to input into drafting of multi-sectoral gender profile to be postponed until after Gender Monitoring Dashboard exercise for Q1-3 is complete.	SGFPs	2021
SGFPs to consult further with their Sector leads and be in touch with SGFPN Co-chairs if they still wish to conduct sector-specific trainings on gender in programming (online introductory sessions and 2-day in-person trainings as per earlier plan) in Q4 of 2021 or Q1 of 2022. SGFPs will be expected to co-prepare and co-facilitate these trainings with support from SGFPN co-chairs to be agreed on and as needed.	SGFPs	Oct 2021
o Monthly updates from SGFPs/Sectors: update the network monthly on progress against individual workplans and gender activity plans with sectors, sector gender related matters, etc	SGFPs	Continuous
<b>Next SGFPN Monthly Meeting</b>		
<b>The next monthly meeting will take place on Thursday, 4<sup>th</sup> November 2021, from 11:30 to 13:00 via MS-Teams</b>		