



Camp Management and Coordination (CMC) Meeting Minutes

UNHCR Base Camp,
Date 7/03/2017 – 13:00

Chair: Gavin White WHITEG@unhcr.org



All new activities in the camp MUST be approved and coordinated with: (a) the government (b) camp management. Camp management will approve requests supported by the relevant sector and if they are cost effective, focused, constructive and have the greatest possible impact. All activities in the camp have an effect on overall security, so it is imperative to go through the correct procedures before commencing any activity in the camp. Any organisation that does not respect this condition will have their permission to operate in the camp revoked by camp management. Contact Hashim Sharief, sharief@unhcr.org

Camp Management	
For all health related issues.	Ohammed abu Khudair, Khudair9@hotmail.com Iyad Shtayiat, SHTAYIAT@unhcr.org
For all protection related issues.	Sergii Lavrukhin, lavrukhi@unhcr.org
For All WASH related issues	Abrassac Kamara, abkamara@unicef.org Jill Hass, HASS@unhcr.org
For all community services related issues.	Irene Omondi, Community Services Officer omondii@unhcr.org , 0796324611
For all security related issues. Incident reports should be completed for all incidents and be shared with the Field Security Advisor.	Ala Almadani, almadani@unhcr.org Capt. Mahmoud Qasqas, Mahmoudqasqas@yahoo.com Ma'en Al-Alem, maen.alalem@rescue.org
For all site planning issues.	Pheobe Goodwin, Associate Site Planner Officer GOODWIN@unhcr.org , 079501 6246
For all registration issues.	Noor Khrino, Registration Associate, khrino@unhcr.org , 0790067563
For all issues related to the electricity network.	Yanal Madanat, Electrical Engineer Associate almadana@unhcr.org , 0797056990
For Basic Needs and Livelihoods related issues.	Livia Das Neves, dasneves@unhcr.org Chris RINGER, chris.ringer@acted.org
For All Education related issues.	Shorouq Fakhouri, sfakhouri@unicef.org Irene Omondi, omondii@unhcr.org
For all issues related to diplomatic missions, the media, private donations, research and new projects proposals.	Gavin David White, External Relations Officer whiteg@unhcr.org , 0798175813

Reference	Action Needed	Required from	Time Frame	Status Pending/Completed
Security/03/17/1	SRAD reminded all partners to ensure that requests to visit the camp should be submitted at a minimum 2 weeks prior to the intended mission. All partners are encouraged to convey this request to their respective national offices and headquarters.	All Sectors	On going	Pending
Security/03/17/2	Further to a request made to CMC members on 01/03/17 for all partners to provide details of the percentage of national staff each organization's operations in Zaatari Camp, a final request was made for all remaining members who have not provided this information to do so by 14/03/17	All Sectors	21/03/17	Pending
Health/03/17/1	In relation to the Healthy Kitchens initiative, a request was made by Camp Management to share a monitoring plan for the provision of healthy meals within the camp.	WFP	21/03/17	Pending
Age and Disability TS/03/17/1	Camp Management request that the Age and Disability Task Force prepare a common overview of camp-wider needs for the provision of all disability aids and devices for PWDs in the camp to ensure a common approach to donor engagement.	Age and Disability FT	21/03/17	Pending

A. Security

Upcoming events: UNHCR Field Security Unit along with the Jordanian Civil Defense and IRD are coordinating firefighting sessions for CfW volunteers , each session will be targeted for the CfW volunteers for the organizations that have their activities on those specific districts. the 3rd session will take place this Wednesday **22th** of Feb. 2017 between **10:00** am till **12:00** at IRD communal Center/District #2.

Incidents: 13 Feb 2017, Zaatari camp, District 12, at 12:45hrs a fire broke out in a caravan in District #12, Block 4 due to gas leakage. Civil Defense put the fire out. No injuries.

B. Registration

1. Transfers to Zataari camp:

35 individuals were transferred to Zaatari camp as follows:

- 1 individual was transferred from RAS transit center.
- 21 individuals were transferred from Azraq camp.
- 13 individuals were transferred from Urban.

2. Travel to Third country:

A total of 72 individuals traveled to third country, among the 10 individuals were residing and registered in Zaatari camp, while 72 individuals were residing in urban areas. Main cities were refugees

departed to were: Sudan, Germany and Netherland. Main reason for their departure was to join family members in third countries.

3. Spontaneous Departures to Syria:

A total of 64 Individuals were inactivated for spontaneous departure to Syria, among them 13 individuals were registered and living in Zaatari camp and 51 individuals were living in urban. Dara is the main city where refugees departed to. Main Reasons of the departure to Syria were: Reunification with family members in Syria, Living cost outside the camp

4. Bailouts:

A total of 19 individual were bailed out according to the information reported to UNHCR.

5.Registration of new Birth: 120 babies were added to their parents cases, among them (65) Girls and (55) Boys (Birth notifications were presented).

C. WASH

WATER SUPPLY

- Water supply is ongoing and stable. All three well are functioning, meeting the camp needs.
- On average 3,100m³ is delivered daily to the camp

SANITATION

- Desludging is ongoing with, with average 2,100m³ of wastewater managed daily, with 73% treated internally.
- Construction of the wastewater network in the remaining blocks of D10 affected by UXOs is complete, household connections are being finalized.
- Construction of the Phase 2 water and wastewater network in Zaatari commenced, work on the Pumping Station 1 is in progress.
- Solid waste management is ongoing, with estimated 420m³ of waste collected and disposed of daily.
- Solid waste recycling project is being scaled up with a second waste management facility opened. Estimated 1.5 tons of waste is being recycled daily
- Upgrade of private toilets is ongoing, prioritizing vulnerable families.

HYGIENE PROMOTION

- The sector is making the necessary arrangements for the implementation of KAP survey.
- World Water Day (22nd March) celebrations for 2017 are also being planned by partners. It will be an opportunity to once again push the water conservation agenda in Zaatari camp

D. Health

- UNHCR – HU by collaboration with Zarqa University and JHAS; accommodated the practical training in JHAS health facilities (according to the university curriculum) for 10 undergraduate students studying Medical Record Administration in Zaraq University from Za'atari camp residents Syrian Refugees.

- Health Sector approved the expansion of JHAS delivery unit in district 5, as this expansion will have a considerable implication on the capacity of the clinic and the quality of reproductive health services provided to refugees.
- Syrian American Medical Society SAMS presented their proposal of instillation a comprehensive Multi specialty clinic, the proposal has been discussed in HCM, health sector approved opening up of a general medicine clinics according to MPIC and MoH approvals, however if SAMS wants to add other specialties later on (as they had proposed) they need additional approval from MoH.
- Arabian Medical Relief (AMR) proposed installation of the new structure in district 12, to translocate the comprehensive medical center from district 1, as the current structure does not meet the needs of the patients; however the health sector discussed and approved this proposal in the HCM, provided that AMR handed over the old location.
- 32 patients served by ophthalmic campaigns during February, these campaigns conducted in outside camp hospitals with coordination by UNHCR, and collaboration with JHAS and AMR.
- WFP and Royal Health Awareness Society RHAS presented the concept of the Healthy Kitchen project in Zaatari to the group members, HWG asked WFP and JDFA to share the following documents prior to commence production activities :
- JDFA approval on Za'atari project.WFP and RHAS plan to maintain and monitor food safety and hygiene in all production stages.

E. Protection

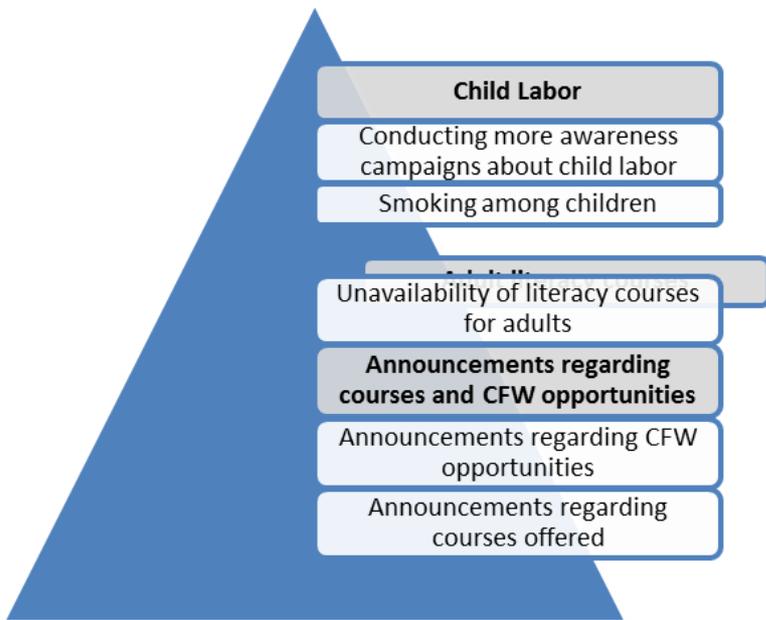
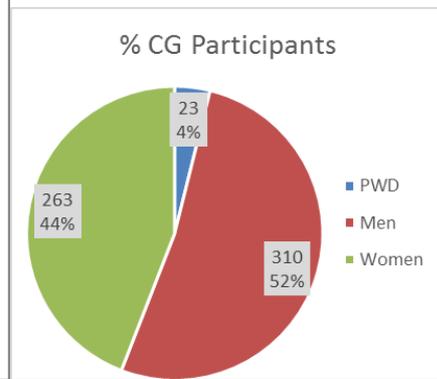
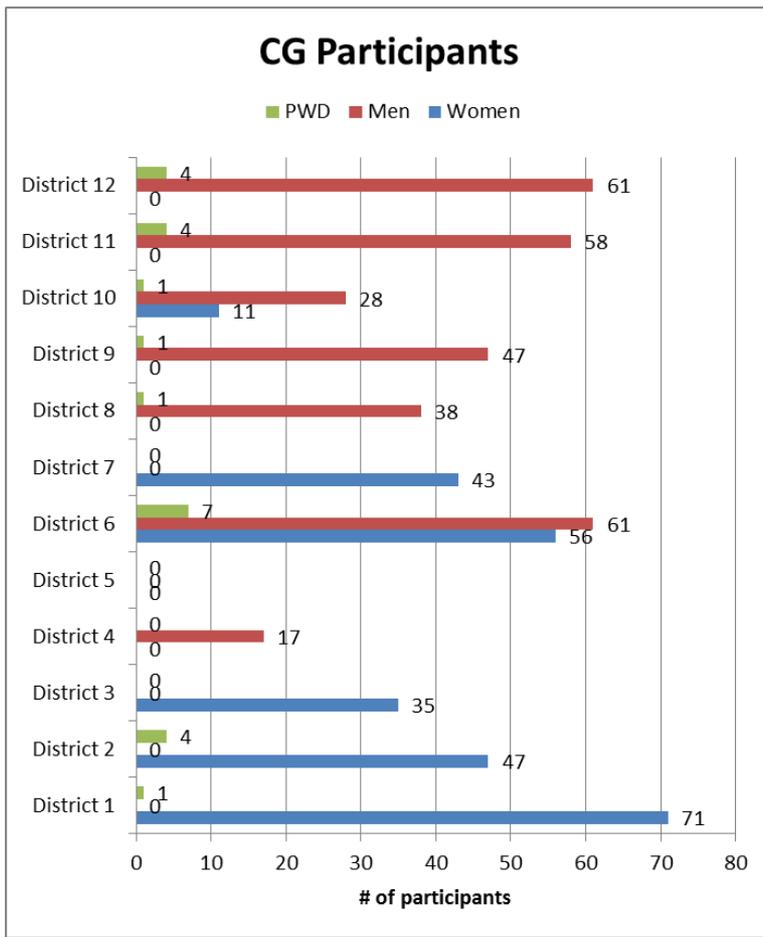
- The death of the Sharia court judge last month affected the work of the Sharia court, as reflected in the number of cases processed in the camp. A new judge, "Fadi Muhidat", was appointed on temporary basis and commenced his duties on the 21st of February 2017. During February, a total number of 394 cases were processed at the Religious Court in ZC (# of beneficiaries 453), a decrease in cases processed compared to 520 cases /652 beneficiaries last month (January 2017) due to extraordinary circumstances. Protection, with the support of BO colleagues, has been working to establish the relations and brief the new judge on the specifics of working with refugees in the camp setting.
- During the month of February, a total number of 159 Persons of Concern (PoC) approached the Service Area and were provided with protection counseling with an average of 8 cases per day. Out of the 159 PoCs approaching, 76 were females and 83 were males in an age range of 16-76 years.
- With the aim of the expansion of the PTV network in the camp, Protection has identified and interviewed 38 refugees who were willing to become the members of the PTV network in the camp. Based on the results of the interviews, information gathering and further panel discussion, 28 refugees will join PTV network in March, following planned induction training.
- A total number of 87 cases with 201 individuals were processed by protection staff at the return office during the month of January. This number presents a slight decrease in returning refugees compared to January (215 individuals), however poses as increase from the month of December (147 individuals).
- In February, CP UNHCR counseled and supported a total number of 400 refugee children.

- It has been noticed that refugees mostly approach UNHCR service area in the morning hours, while their number significantly drops in the afternoon. Protection wanted to raise this issue to other CMC partners, just to see if there is the same issue with the other service providers. If yes, should we try to address this issue jointly?

F. Food

- On 28th of February 2017, HK Presentation was conducted during the BNLWG meeting in Zaatari camp, WFP sensed positive reactions, BNLWG had comments on the rotation of the kitchen workers which are currently being considered by WFP
- On 05th of Feb another WFP conducted a HK technical presentation during the WASH working group meeting, also the group had technical comments regarding several points related to waste management and the specification of the septic tank and awareness material, these are also currently being discussed and considered mutually with the group.
- On 06th of Feb HK technical presentation was conducted during the Zaatari Health working group meeting, where UNHCR requested to share with them number of HK monitors in all Healthy meals production phases, starting from production until distribution, and their qualifications, also WFP was asked about all necessary health licenses, this including JFDA, MOH licenses ...etc, in order to ensure healthy production without any risks, these concerns and requests will be addressed between WFP (and RHAS), MoH and the Health work group.
- In preparation for increasing the HK production capacity to construct three additional kitchens in the Zaatari camp, WFP in consultation with UNHCR site is planning to develop the layout and design for the expansion.
- WFP finalizing the agreement with RHAS in order to start Healthy Kitchen project in Za'atari; the HKP location is inside WFP food distribution point (FDP) in district 4 with an estimated production capacity of 5,000 Meals a day.
- School feeding: WFP is continuing the discussions with UNICEF to explore the possibility of including KAP students in School Feeding project. WFP resumed school feeding (date bars distribution) in all formal schools in Za'atri camp to reach 16,591 as highest number of students during reporting period.
- Activities distribution figures: In addition, WFP provided around 203 welcome meals to special cases at Za'atari camp reception area through NRC in the reporting period.
- In Za'atri camp, 240 new arrival vouchers were distributed by SCI in addition to 586 general paper vouchers for special cases.
- WFP through SCI is providing the camp with 15.950 MT of fresh bread on a daily basis since November 2012.
- WFP is distributing welcome meals in Raba Al Sarhan through the International Organization for Migration (IOM) to 32 beneficiaries newly entered Jordan during reporting period.

G. Community Services



- Community Gathering Report: A total of 15 community gatherings took place.

Sector	Topic	Response
Wash	Infrastructure	<ul style="list-style-type: none"> UNICEF: Announced that the water network excavations will start next week, at the end of January 2017, and it will be complete after 18 months.

Electricity	Electricity	<ul style="list-style-type: none"> • UNHCR: The lighting poles maintenance project will commence on February 2017. • UNHCR: IDECO, in agreement with UNHCR, will conduct maintenance to all street lights and will provide each street in the camp with up to 5 light bulbs. • UNHCR: Stated that he will provide district 8 residents with contact information of the technicians at district 8 IRD service unit.
Education	Children between the ages of two and five in Za'atari Camp	<ul style="list-style-type: none"> • SC: The number of children accepted in the program has been reduced to half, but the program will have a five-day workweek instead of three-day workweek. This new plan has been already applied in the current term.
	Education	<ul style="list-style-type: none"> • SC: According to UNICEF, there is a study being conducted to explore the possibility of establishing a school in the middle of district 8. • SC: The beginning of next semester students will be redistributed to schools according to their place of residence that is indicated on their family's proof of registration. • NRC: The beginning of next semester there will be a supporting program for students from the first to the ninth grades to help them with their school's curriculum. • UNICEF: Announced that in February 2017, UNICEF is planning to establish three preschools in Za'atari in cooperation with the Jordanian Ministry of Education.
BNLWG	CFW	<ul style="list-style-type: none"> • UNHCR is going to apply new CFW SOPs on February 14th, 2017. • ACTED: Stated that the second phase of the sewage and water network project is going to be implemented in the camp, and the project's employees will be from the camp. The project is scheduled to last for one year. • OXFAM: Stated that the recycling project will commence in districts 10, 11 and 12 on Sunday April 3rd, 2017. • UNHCR's field unit will be working on preparing 4 public notice boards during the month of March 2017 to be used for CFW announcements only.

H. Education

- Violence task force: the task force met twice , the task force will be working on short term plan and long term plan to eliminate violence in schools . the short term plan is the immediate one.
- Catch up: We have 188 registered in the CATCH PROGRAM.
- Cash for work: UNICEF is having discussion with the EWG members to identify challenges from the partners to update the upcoming cash for work SOP review.
- EXPANSION in schools 2017-2018: New school in D6 ad expansion in school 6 in D3 for middle school.
- Meeting with Tawjihi students: We are holding a meeting tomorrow with the tawjihi students to discuss the challenges, congratulate who passed, remedial education and the scholarship program. SRAD, UNHCR, RI and UNICEF will be present in the meeting.

I. Youth Taskforce:

- NRC member organizations shared updates regarding the changes of services provided for this year, details will be circulated in the minutes.
- NRC youth program are opening a graduates club, graduated youth will access to practice and to benefit from the resources in the center.
- Warchild UK are operating currently in D10 and they are providing PHSS and early childhood programs.

J. Basic Needs and Livelihoods Working Group

- BNLWG reviewed and endorsed the Save the Children Assessment on “Child Labor”. The study will interview 126-150 children and use a process of guided questioning and using storyboards, rather than structured interview to collect information from the children. There will also be about 30 follow up interviews with some of the children’s parents
- The BNLWG will start the revision of the CFW SOPs on March 14th. All sectors that have specific concerns are kindly requested to have internal discussions and come back prepared to the first CFW SOPs working session which will take place on March 14th from 9:30 AM to 12:30 PM. The invitation will be shared shortly
- The CFW Module on RAIS has been finalized. UNHCR is now requesting CFW focal points from different agencies to nominate staff who will be given access to the CFW Module. A training session will be organized for the CFW focal points on how to use the Module
- GIZ presented the results of the assessment on mobile payments, previously endorsed by the BNLWG. The results were overall positive, and the presentation will be shared with the CMC for colleagues who are interested in the details
- Non Food Items (NFI): NRC has distributed 14,338 SNC Winterization kit for 14,331 families through the CDCHA. 38,635 Blankets has been distributed for 14,331 Families in Zaatari. 970 different CRIs (Blanket , Mattresses , G. Matt, Children Diapers , kitchen set) given out to 200 families including newborns, ad-hoc distribution, CS cases and recommendation. 690 JOD Hygiene Cash. CFW payments were done for UNOPS,JEN,and OXFAM through CDCHA
- At the request of the CMC members, Camp Management confirmed that at present there are no plans to apply a fee against any humanitarian partners for the use of CDCHA, which remains a shared common facility.

K. Site planning

- LWF has completed the painting of 16 existing bus stops/shading areas previously allocated in the camp, using Cash for Work to implement the activity and their funding to cover the necessary materials and tools. The paintings have followed the theme and color code for every district as per the shelter graffiti project that was completed in 2016.
- Ongoing surveying works through NRC to update facilities, road network, and new households for Zaatari camp masterplan. So far, districts 3-10 have been complete.
- A draft revised SOP for the Establishment/Expansion of Agencies Facilities and has been shared for feedback by the next CMC on 21st of March 2017.

- A training has been conducted for the Civil Defense on the use of household address system and Zaatari camp map for better clarification of the general layout of the camp and accessibility to HHs and facilities.

L. External Relations

Official Missions: 27th February, Japanese Police delegation – 28th February, ECHO – 28th March, Irish Minister for International Development, Foreign Affairs and Trade – 7th March UK, New Zealand Embassy