

Rakhine CCCM Cluster Coordination Meeting

Date: 30 July, 2014

Time: 16:30 – 17:30

Venue: UNHCR's Office, Sittwe

Participants: CCCM/NFI Cluster Coordinator, UNHCR IM, LWF, RI, SCI & OCHA (7 pax. In total)

Apologies: Myanmar & English

Agenda item	Discussion	Action/Actor	Due date
1. Welcome & Introductions	Meeting was opened by CCCM Cluster Coordinator.		
2. Minutes of meeting on 16 July	<p>Actions from last meeting:</p> <ul style="list-style-type: none"> Health Cluster to be contacted. Done at Inter Cluster meeting. Workshop report to be written. Report has been written and is being reviewed prior to release. Shelter must advise on handover 36 pieces of Camp Management Infrastructure – whether to CCCM Cluster or Government. LWF to raise issue of mobile phone cards for CMCs in TC, SYS1 and SYS 3. LWF plan to meet TA this week. Issue of police in TLS in TKP to be raised with TA for resolution by SCI. SCI has discussed this issue with CMC in TKP who are reluctant to complain about this. CCCM Cluster Lead to have discussions with SCI as to how to proceed; should cluster follow this up on behalf of the camp? Contact numbers for camps requested from FP / CMAs to share with other clusters. Data has been shared by the agencies in separate emails, verbally, etc. CCCM will produce a single document with all relevant information. 	<p>Shelter Team to advise what it will do. Ongoing</p> <p>CCCM team / SCI to meet and discuss</p> <p>CCCM team to consolidate info and share</p>	ASAP
3. Actions from mtg with DA of 24 July	Actions resulting from last week's meeting with DA were briefly discussed, and clarified. These will be fully addressed in coming days.		
4. Presentation on Cluster Analysis Report	<p>The IM associate gave a presentation of the <i>Cluster Analysis Report</i> which lasted 30 minutes. It covered shelter, CCCM and NFI data, including the following:</p> <ul style="list-style-type: none"> NFI tracking tool, so that all NFI distributions to each of the camps since July 2012 can be identified by date, 		

	<p>type of NFI and distributing agency;</p> <ul style="list-style-type: none"> Shelter information, including number / percentage of shelter provided by the several partners (including government) since late 2012 / 2013; Camp management data including graphical overview of camps / locations in townships by number of displaced, types of accommodation, ethnicity / religion; Sex / age disaggregated data and vulnerability data for 76,000 IDPs in selected camps with camp management or focal point agencies (more than half of total number displaced, 137,000). <p>This data is updated at the end of each month, and partners were requested to provide their most current information by Friday.</p> <p>The spread sheet is available from http://www.shelternficccmmyanmar.org.</p>	CM and FP agencies requested to provide updated HH survey and other data to UNHCR IM field associate by 1 st August.	
4. Operational Updates			
• LWF	LWF visited camps even on Eid Holiday (29 July). They were warmly greeted and invited to share food with IDPs. All the children they saw were clothed, wearing holiday best, and there was a festive atmosphere throughout.		
• SCI	SCI reported that the CMC in Thaet Kae Pyin would distribute tarpaulins the next day, including metal tape to cover small holes, as part of shelter repair.		
6. Any other business (AOB)	<ul style="list-style-type: none"> List of camps with CMA and FP was requested; Cluster Lead to circulate to all; Roles and Responsibilities of CMAs (in general, from CCCM cluster) to be circulated; cluster lead to action ToRs of Focal Points was again raised. Cluster lead to circulate the agreed form of words; List of standardised spelling of camp / location names. Cluster lead to see if there is one, and if so to circulate to all. 	All these documents to be circulated by cluster lead with minutes	
7. Referrals	n/a		
8. Date/Place/Time for next meeting	Next meeting will be in 2 weeks' time – Wednesday 13 August, 3pm , UNHCR Office.		