Venue: DDM Conference Room, Mohakhali, Dhaka.

Participants:

- Satya Brata Saha, MoDMR, HCTT co-chair
- Mohammad Saidur Rahman, BDPC, NNGO Representative
- Rezaul Karim Chowdhury, COAST, NNGO Representative
- Rahima Sultana Kazal, NAHAB, NNGO Representative
- Abdul Latif Khan, Technical Advisor, NAHAB
- Badrun Nahar, NAHAB Secretariat
- AKM Musa, Concern WW, INGO Representative
- Damien Joud, WFP, Food Security cluster
- Mohammad Mainul Hossain Rony, Food Security cluster
- Golam Morshed, UNICEF, WASH cluster
- Samrawit Assefa, UNFPA, GBV Cluster
- Sabina Parvin, UNFPA, GBV Cluster
- Saltanat Builasheva, UNICEF, Education cluster
- Jacklin Rebeiro, SAVE, Education cluster
- Malik Kabir, WFP, Logistics cluster
- Kaiser Rejve, CARE, NAWG
- Md. Jafar Iqbal, CARE, NAWG
- Atwar Rahman, OXFAM, Cash WG
- Mattia Pinzome, WFP, Global FSC
- Omar Farook, DFID, Donor Representative
- René de Vries, ECHO Dhaka, Donor Representative
- Kazi Shahidur Rahman, UN RCO, HCTT Secretariat
- Henry Glorieux, UN RCO, HCTT Co-chair.

Agenda:

1. Follow-up on agreed actions points
2. Introduction of new HCTT Members
3. Updates from the cash working group
4. Cyclone and Earthquake Preparedness Plans
5. Discussion on the HCTT work plan
6. AoB

Minutes:

1. Follow-up on agreed actions points

HCTT Members approved the minutes of the HCTT meeting organized on 17.12.2017. Clusters and Working Groups were reminded to share their workplans to HCTT co-chairs as soon as available. With the objective to strengthen national authorities’ participation in HCTT meetings, HCTT co-chairs informed that the GoB clusters counterparts will be contacted formally as soon as the most appropriate modality to do so was identified.
2. Introduction of new HCTT Members
HCTT Members welcomed the two new HCTT Members: COAST and NAHAB as national NGOs representatives of the HCTT in addition to BDPC. HCTT co-chairs reminded the participants that DG DDM chaired a meeting on 22.01.2018 which aimed at nominating additional NGO representatives at the HCTT and, that the minutes of the meeting were chaired with HCTT Members. HCTT co-chairs informed that the recommended meeting with HCTT Secretariat ahead of the HCTT meeting was organized on 04.02.2018.

3. Updates from the Cash Working Group
The Cash Working Group shared with HCTT Members the outcomes of the meeting it had on 04.02.2018. The Cash Working Group is working on an adjusted MPCG to consider the results of most recent studies/assessments. The Cash Working Group is also working on a revision of the daily wage rate for Cash for Work (CfW) related interventions. HCTT Members exchanged on several issues including on the opportunity to recommend specific cash assistance packages for the recovery phase that follows the emergency phase. HCTT co-chairs informed the Cash Working Group of the planned cash assistance programme of the World Bank and suggested the working group to assess how it would support/complement and/or align to its work. HCTT co-chairs encouraged HCTT Members or their representatives to participate to the upcoming follow-up meeting planned by the Cash Working Group on 15.02.2018.

4. Cyclone and Earthquake Preparedness Plans
HCTT co-chairs thanked HCTT Members for their update on the status of Minimum Preparedness Actions (MPAs) of the Earthquake contingency plan as well as on the cyclone contingency plan. Feedbacks will be compiled and shared with HCTT Members. The NAWG representatives informed the participants that a NAWG meeting is scheduled on 18.02.2018 to review the existing Joint Needs Assessment (JNA) tools and procedures. HCTT co-chairs encouraged HCTT Members or their representatives to participate to the upcoming NAWG meeting. During the discussion, a concern was raised on the cyclone signal system. The most recent cyclone signal system presented in the 2010 SOD is not yet used in Bangladesh. The old signal system is still used. Given the fact since 2010, the humanitarian community is training local communities on the 2010 cyclone signal system, the possible confusion might generate life-threatening risks.

Action Points:

➢ HCTT co-chairs to inform on the date of the Earthquake Contingency plan operationalization workshop;
➢ GoB HCTT co-chair to discuss with appropriate national authorities on the cyclone signal system;
➢ HCTT co-chairs to discuss with Secretary of MoDMR to obtain

This agenda point led to discussions concerning the risk of a crisis within the refugee camps. HCTT co-chairs recommended the clusters to continue supporting the work of the sectors in Cox’s Bazar. In the case of a large disaster affecting multiple districts including Cox’s Bazar and the refugee camps, participants suggested that a JNA Phase 1/72 Hours Assessment to be conducted in all affected areas, based on which a Humanitarian Response Plan will be developed that complements or supplements national authorities’ support to the victims of the disaster. The HRP would then indicate the support to be provided to Bangladeshi nationals (including host communities) and to refugees.

Action Point:

➢ HCTT co-chairs to consult with their respective authority in order to agree on a way-forward and, to inform HCTT Members.

5. Discussion on the HCTT work plan
HCTT co-chairs thanked HCTT Members for their feedback on the draft HCTT workplan. Feedback was incorporated in the version shared at the HCTT. The 2018 HCTT workplan was agreed upon with the following addition: “Support MoDMR to streamline the Cyclone signal system for clarity and dissemination with CPP”.

**Action Point:**

➢ HCTT co-chairs to send the final HCTT workplan for 2018. Clusters and working groups will be able to use the HCTT workplan for alignment.

6. **AoB**

a. MoDMR and AFD participate to the Humanitarian Networks and Partnerships Week (5-9.02.2018);

b. 2017 DREE report shared by AFD to MoDMR for comment/feedback. As soon as available, the report will be shared with the HCTT;

c. 2018 DREE Initial Planning Conference (IPC) will be organized in March 2018;

d. Training centre at DDM _ Disaster Management Training and Resource Centre is available to interested partners;

e. Draft revised SOD not yet available.

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