Date: 21 November 2019  
Venue: ISCG Conference Room, Cox’s Bazaar  
Chair: Nana Kharbedia, Sector Co-Coordinator  
Participants: UNHCR, IOM, BRAC, CARE, ACTED, DRC, AAID, UNDP, ISCG, WASH Sector, Protection Sector, GIHA representative.

AGENDA

1. Discussion with the WASH Sector on Waste Management  
2. Presentation from Protection Sector on Rapid Protection Assessment (RPA)  
3. Discussion on relocations guidelines  
4. AOB  
5. Action Point

DISCUSSION

1. Welcome & Introduction

2. Discussion with WASH Sector:

WASH and SMS Sector as part of broader initiative to strengthen coordination both at Cox’s and field level held a bilateral meeting to discuss information flow, proposal for catchment area focal points for WASH and issue of solid waste management. As a follow up WASH Coordinator joined the Sector meeting to discuss the way forward for solid waste management, with a particular focus on tertiary drains.

WASH Sector emphasized the importance of assessing wash partner camp by camp. WASH Sector will reach out to partners and inform the SMSD Sector outcome. Site Management Sector will compile the inputs from WASH Sector, share inputs with HoSos of lead agencies for SMSD and WASH.

UNDP is currently leading a waste clean up campaign, once clean-up is complete a facility will be maintained by UNDP but collection of waste will be responsibility of humanitarian agencies.
3. Protection RPA Presentation:

Protection sector presented the Rapid Protection Assessment (RPA) tool, its objective, purpose and structure. Protection Sector is forming a good quality team and their activities will start after the 72 hours of emergency. Protection Sector representative shared the organigram. Teams have not been allocated camps and will respond based on the severity of incident. Initially they proposed for 6 “field team” where, 1 for Teknaf and 2 for Ukhiya dedicatedly other 3 are open for overall response. ERP team and RPA team will work closely together.

Site Management inquired on:

- Will field focal team have the information on people with specific needs?
- Protection Field focal should attend army coordination meeting with SMSD sector.
- During the emergency, when communication medium will be failed so far, Field team need to finalize an emergency assembly place.
- Distribution modalities should be clear for Field team.

4. Relocation Update:

Due to most recent changes in the leadership of camp administration, and new practices by refugees when it comes to relocations, SMS agencies have requested Sector to update the relocation document, simplify it, have the document translated in Bangla and include existing practices that are not in the document to reflect current situation.
5. **AOB**

   a. SMS partner has raised an issue of inquiries from security are still ongoing.

**SUMMARY OF ACTION POINTS**

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>ACTION POINT</th>
<th>RESPONSIBLE/DEADLINE</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>SMSD to consolidate inputs from WASH Sector, share it with WASH Sector and relevant HoSos.</td>
<td>ASAP</td>
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<tr>
<td>2</td>
<td>WASH to assess the capacity of each wash partner and share feedback with SMSD Sector.</td>
<td>28 November</td>
</tr>
<tr>
<td>3</td>
<td>SMSD to continue discussion with Protection Sector on RPAs.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4</td>
<td>SMSD to develop a one pager based on existing relocation trends, one pager to be also discussed with Protection Sector.</td>
<td>ASAP</td>
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</tbody>
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The next meeting will be on 28th November 2019 at 10:00 HRs in ISCG Conference Room.