



Meeting Minutes- Shelter and NFI Sector

Date: Thursday, 28 January 2021 11:30AM - 13:15PM

Venue: MS Teams Online

Participants (31)

BDRCS, BRAC, CRS/CARITAS, IOM, HEKS/EPER, HRF, NRC, FIVDB, UNHCR, World Concern/MEDAIR, NABOLOK, QATAR Charity, ECHO, AMAN and SNFI Sector team

Agenda

1. Welcome and Introductions.
2. General Updates- Sector Coordinator
3. Shelter Tagging exercise -UNHCR
4. Shelter Address pilot- UNHCR
5. Pop-up store- NFI pilot- UNHCR
6. Update from Shelter TWiG
7. Update from HC Shelter TWiG
8. AoB

Agenda	Discussion Summary	Action Point
1. Welcome and Introductions	The Sector Coordinator (SC) welcomed everyone to the meeting, sought permission to record, followed by introductions via the chat box and went through the agenda.	
2. General Updates	<p>The SC presented the agenda and then provided the following general updates.</p> <p>COVID19 Update</p> <ul style="list-style-type: none"> • As of 17th January 2021- In Rohingya Community: During last week, the Health Sector performed COVID-19 testing of 25,281 refugees. Two (2) more new confirmed cases and no more death were reported during this reporting period from 11-17 January 2021. So, the total confirmed cases are now 373 and deaths are 10. 11 Rohingya are in the home quarantine. In host community: 29 positive cases have been reported. • Circular from Civil Aviation Authority of Bangladesh (CAAB) on 2021/01/23 Institutional Quarantine is mandatory for Passengers Coming to Bangladesh from UK. <p>Critical Activities</p> <ul style="list-style-type: none"> • After the directive from August 24th, 2020 there were no new directives from the RRRC office on the critical activities. For SNFI Sector: assistance to shelters in poor condition is allowed and ongoing. Shelter Sector through the ISCG started the discussion with the RRRC office to precise the assistance and ensure TSA II, Repair and maintenance and Mid-Term shelter constructions are allowed and that NFI and HLP assistance is also mentioned. Along with the latest directive, there were additional approvals for the solar lamps distribution and NFI vouchers. Since August 2020 there is also an official approval for double story shelter construction with some terms and conditions, however this was recently put on hold by MoDMR. • Sector coordinator also mention that with more shelter assistance resumed, partners should still maintain safe distribution and construction sites, ensure proper lines and distances in the distribution points, proper time management of the distribution to avoid crowded gatherings, ensure hand washing stations are working, and temperature measured. <p>Double storey shelter update</p> <ul style="list-style-type: none"> • Sector coordinator asked UNHCR if they have any update on double storey shelter since the last meeting and since the last information that double storey shelter construction has been stopped by MoDMR secretary after his visit in the camps. Hago informed that, there is no official letter from MoDMR to stop double story shelter construction in the camp. Based on the reaction of the secretary of the MoDMR during the visit in NYP mezzanine shelter, 	



RRRC decided to put construction on hold. Meeting is going to be held this week between the Ministry of Foreign Affairs and the MoDMR to discuss this issue. We are hoping to get some directives after this meeting. Ministry and RRRC are also occupied with the Bashan Char movement. For the time being UNHCR do not know what the conclusion will be.

- SC shared that critical activities final directive for the camp is also pending and it is not easy to get the clear information at this moment. Sector is trying to get informed and as soon as information is received, partners will be informed. She also informed that it may not be easy for partners who are planning double story shelters to implement it until the directives are coming.

Protection Mainstreaming training:

- 16 participants attended the protection mainstreaming training for the Shelter/NFI Sector. Sector coordinator collected the feedback on the training from the participants. As there were a lot of questions not responded, SC talked to the Protection Sector and get the confirmation that it was an introductory training and Protection Sector will prepare a tailored Tip-Sheet to ensure contextualization in relation to the SNFI activities in Bangladesh. After that there will be a training session for English speakers. Tentatively it would be held in March 2021.

New Battalion for the Camp

- New Battalion- number 8 has taken the responsibility for the camps: 11, 12, 20, 20Ext, 13, 14, 15, 16 and 19. It is a new battalion which would be present in the camps.

Shelter Sector Feedback Survey

- Sector coordinator informed that 16 people filled the sector feedback survey, some nice recommendations were shared. She thanked all for their valuable feedback which will be revise and shared at the next meeting.

Q &A

1. Shelter Sector coordinator asked if any partners are facing problem with the fencing? If any facilities end up being excluded?

Igor replied that UNHCR is facing a problem in Teknaf where the access to the distribution point was blocked due to fence and next week, they are going to have a meeting with the army troops commander. He also mentioned that this distribution point is used for both Rohingya and host community so, there is need to negotiate with the commander to remove the fence or move it. Negotiation started but no results yet. If there is need for Sector support, he will inform.

2. Elias from HRF informed that, they have a plan to build 4000 double storey shelters in Rohingya camps. So, he wanted to know from Karolina, when she can get the approval from RRRC?

- In response to Elias Karolina said that, as we discussed during the general updates and Hago (UNHCR) also shared that, this approval is not in our hand, it depends on the Government. Sector have written approval but in prevailing situation we are all waiting for the next directives from the MoDMR. Elias (HRF) highlighted that they already selected the beneficiaries and are ready to implement. Sector coordinator asked if this implementation was already agreed with IOM or UNHCR based on the AOR and if the site plan is ready and submitted for an approval. HRF replied that not yet.

- HRF have identified 3 implementing partners in 6 camps as the program will be implemented through their local partners. Tender processing is ongoing. SC highlighted that this coordination and site planning must happen before the implementation.

- HRF needs proper site plan for implementation and needs to discuss with UNHCR and IOM where there is enough space for the construction of more than 4000 double storey shelters and then submit the letter to the RRRC with the site plan for approval. As we know recently submitted site plans were not



	<p>accepted. Approval process is completely depending on the Ministry decision.</p> <p>Karolina asked for a separate meeting in the following week with HRF to know the details of the program, clarify it and coordinate with UNHCR and IOM.</p> <p>-</p>	
<p>3. Shelter Tagging exercise -UNHCR</p>	<p>Mathew from UNHCR registration unit presented the Shelter Tagging Exercise.</p> <p>Shelter Tagging Exercise</p> <ul style="list-style-type: none"> • He presented the background of the project and shared the key discussion points. • Data collection for UNHCR managed camps started in 2018 and for IOM managed camps in 2019 (excluding camp 7, 10 and 4 extension). 2020 round commenced in March but due to COVID restriction activity halted in March as it was not included in the critical activity. Activity re commenced in October 2020 and reached 64% coverage to date. UNHCR is hoping to complete it by February 2021. Currently waiting for the updated drone images to complete the round. • Exercise is carried out with ArcGIS. More than 55 enumerators regularly visit door-to-door and use IOM-NPM drone image and GPS points to update the HHs information, FCN/ proGres number is also added to the contact details. • Enumerators are updating the shelter tagging dataset when the HHs are relocated either to Bashan Char or from Shamlapur(Camp-23) • Doing data analysis and checking quality. In relation to the empty shelters, shelter colleagues are analyzing shelters technical conditions. • He shared the progress dataset and the movement of the households. <p>For details, please find the attached presentation</p>	
<p>4. Shelter Address pilot- UNHCR</p>	<p>PILOT Shelter Addressing System</p> <ul style="list-style-type: none"> • Dominique discussed the details of the addressing system pilot project. He shared the objectives, workflow and the addressing system of shelter. • Shelter addressing system was piloted in the Camp 4Ext. COVID restriction hampered the work accomplishment so pilot finished in Jan 2021 with the active partnership of UNHCR, ACTED and CiC. • Shelter address is the combination of camp, block, sub block, shelter, and exact door information. Shelter points/ door locations come from updated shelter tagging data. • Address with the code barre will be printed on the board and hanged at the door. • Please find the presentation for more details. <p>Q&A:</p> <p>Shelter sector coordinator asked the partners if they have any question on the shelter tagging and Addressing system.</p> <ul style="list-style-type: none"> - Mamtaz, IOM: As HHs are tagged by the GIS, does it show the exact shelter location, should it be same number of shelters as number of HHs? <p>Its depending on the HHs living in multiple shelters or HHs sharing the shelters. Tagging is based on the individual shelter location.</p> <ul style="list-style-type: none"> - Depika, HLP C: As HLP is facing a lot of challenges with the eviction cases, including relocations to Bashan Char. Refugees are selling their shelter structure to the remaining HHs. On the other hand, CiCs wants to lock the empty shelters. Although the shelter looks closed but unofficially/internally its changing hands. Depika wanted to know- If they have come across those issues? Or what exactly is their relation between Tagging & addressing system vs real fields situation? 	<p>Sector coordinator will share the presentation and data with the partners</p>



- **Mathew:** No, we are not collecting information focused on this exactly point. But we are planning for discussion with protection, HLP, SNFI and SM for those issues. HLP wish to follow up with Mathew and Dominik about the issue.
- **Hago:** shared that UNHCR had a discussion on how to deal with the property ownership of refugee? Protection point of view: Refugees in general in CXB and in all other parts of the world own their shelters. In Bangladesh, GoB, CiC, RRRC do not consider that, the physical structure could be owned by the Refugees. This is the core of HLP issues. He also talked on the terminology used in the presentation to avoid the confusion. Tagging is mainly the registration exercise, link to the HHs location that can change. Where addressing system is physical structure and putting a number plate, as the identification of physical structure.
- **Mohammed:** added to the valid comment from Depika on property of the shelters. He had an initial discussion with IOM and SMSD and would like to create a multifunctional team to push for this discussion. They will rich out to HLP and Karolina to join the discussion.

SC shared that- the advantage of this surveys/pilots is to see the relation between shelters and number of HHs. It might significantly change the way how shelter partners are responding to provide the assistance. Because partners are assisting based on HHs. If two family share one shelter they are receiving material for two HHs. In that case there is a probability of selling materials as they are using one HHs material. Another important thing is tagging the empty shelters, it will be a support for the relocation. SC also asked if this tagging exercise also identifying the HC shelters inside the camps.

- UNHCR replied that no. As UNHCR is linking the structure with the family counting number/registration system, it doesn't work for the HC.

SC: There are dynamic changes with shelter's ownership, after refugees left the shelter and till it gets occupied again, usually very quickly. Therefore, would be good to know how often the empty shelters tagging will be updated?

- There will be no updates. It is a onetime exercise. It requires a lot of resources.

From the protection point of view, it is very difficult to share all the HHs information between partners to coordinate the assistance so sharing addresses will make the response easier.

Karolina: As tagging has finished in UNHCR AOR, What about IOM AOR? Finished or still pending?

- No. It's still pending. Pending updated drone image at Teknaf area. At present enumerators updating based on location. Still tagging need to be done in the Camps: 22, 24, 25,26, 27 and the registered camp.

Karolina: For the data on tagging and dashboard you shared, is it available?

- Unfortunately, this data is only internally available. It's still not published. But UNHCR is happy to discuss what could be of Sector use from this data.

Hago (UNHCR) added to Mathew and Dominique that those exercises required a lot of resources so UNHCR does not know yet if there will be any more funding to keep updating tagging exercise. When people are relocating from one place to another, they are collecting food or NFI so they are getting registered again in the new location. Presently the main aim is to establish a baseline.

Depika (HLP coordinator) added to Mathew's comments in terms of getting the drone imaginary of Teknaf particularly in camp 24 and 25. It is mostly fencing related and lots of HHs relocating from eastern part to western part of the highway. So, it's difficult to tag the HHs. So, what is the plan of tagging those shelter? Is it after consolidation of camps?



	<ul style="list-style-type: none"> - Mathew: the drone imaginary they have not calibrated well, will done it with large view. The point Depika said it would be kept in note. <p>Depika added more:</p> <ul style="list-style-type: none"> - Refugees are trying to find land themselves. - HLP is trying to negotiate with the HC. As it is large number of HHs. So, it may take next 9-10 months. <p>For details, please find the attached presentation</p>	
<p>5. Pop-up store- NFI pilot- UNHCR</p>	<p>Ikram from UNHCR presented the Pilot exercise on NFI Pop-up store in the camp 4 Ext.</p> <ul style="list-style-type: none"> - Last year UNHCR conducted the pop-up store, started on 28th October 2020 and ended on 10th December 2020. - UNHCR is planning to replenish 45,000 Core Relief Items (CRI) in 2021 - The CRI was selected with the consultation of refugee and FGD was conducted to know the preference of CRI. - More than 50 items were included in the pop-up store. It was also done in consultation with the sector guidance. - All the items were distributed based on the allowance and allowance based on the family size. - S/NFI sector guidance were taken into account to estimate the allowance cost. - UNHCR did not covered the whole camp, they covered only the targeted populations/groups like family size 5 & 5+ and total number was 666 families. - Exercise done by UNHCR distribution tools GDT and for this purpose a software was developed named “self-service application”. <p>How does it work:</p> <ul style="list-style-type: none"> - Beneficiaries pass the GDT point and a token given. They get in the store and choose the items. Every item has a bar code. So, the vendor puts it in his tablet through an application. - Then they need to pass the verification desk to check the items and points consumed. If the composition of family is not matching, there is a desk to correct it. - Beneficiaries can come several days to use their total points, not necessary to have all points spend in one day. - They have divided the items in different categories and observed that beneficiaries mostly choose kitchen items. - There was post exercise FGD about it. And the refugees provided some recommendations. <p>Q &A:</p> <p>Questions asked after presentation:</p> <p>Who was mostly choosing the materials? Man or women?</p> <ul style="list-style-type: none"> - Majority of the cases, female members were selecting the items as the male members were engaged in the daily CFW or other activities. The male number was less than female. <p>How were the items provided as you mentioned that some items were not in the store?</p> <ul style="list-style-type: none"> - Due to COVID, they had no perfect service. Vendor delayed bringing items in the store, sometimes quality was not good, and they had no nearby warehouse. <p>How often family has the point assigned per year?</p> <ul style="list-style-type: none"> - This is a pilot, still working on it and how to scale up it and to replicate in the other camps. <p>Sanzida (Caritas): In which block this pilot was conducted?</p> <ul style="list-style-type: none"> - It was for the whole camp 4 Ext but with the target beneficiaries 5 & 5+ family sized HHs, not for all the HHs. <p>For details, please find the attached presentation</p>	
<p>6. Update from Shelter TWiG</p>	<p>Shelter sector TC Sneha provided updates from the Shelter TWiG.</p> <p>Shelter Survey:</p>	



	<ul style="list-style-type: none"> - Shelter survey is ongoing and up to date: 102 enumerators conducting survey and 920 shelter survey has been completed. <p>SC added that, there is a survey schedule that was shared with partners. If partners know that survey is going to be in their camps, please support the enumerators in the technical assessment. The result of the survey will be used for the next year strategy.</p> <p>For details, please find the attached presentation</p>	
<p>7. Update from HC Shelter TWiG</p>	<p>Shelter sector TC Sneha updated on the Shelter Host Community TWiG.</p> <ul style="list-style-type: none"> - She shared the 6 first steps of the planning and process for actual implementation of the community engagement approach. And there is survey/assessment for the program implementation along with the upgrading construction following with the monitoring and evaluation. - Then sneha shared the program approval process. Sector will develop a guidance note on this process after discussing with the HC it would be finalize. Then the GN would be put for the partners for individual programming. - Beneficiary selection process were broke down where the details steps were furthered shared and discussed in the Jamboard. - Draft is ready. Partners are requested to join in the next TwiG for more discussion. <p>For details, please find the attached presentation</p>	
<p>8. AOB</p>	<p>The SC thanked partners for attending, wished everyone good weekend and adjourned the meeting at 13:15</p> <ul style="list-style-type: none"> ▪ Next Sector meeting: 11 February 2021 	

Shelter/NFI Sector, Cox's Bazar, Bangladesh

<https://www.humanitarianresponse.info/en/operations/bangladesh/shelter>