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<th>Agenda point</th>
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| 1  | **Introduction**  
Round of introduction.  
No talking points related to the minutes of the last CWG Meeting (Aug 2016) | Jessa        | 5    |
| 2  | **MMTF Presentation**  
1) Presentation Objectives (details in the attached presentation)  
2) MoU to be signed by partners interested in joining the  
3) MEB/SMEB Presentation:  
   i) Finalized list of SMEB items by the MMTF  
   ii) Which items will be monitored  
   iii) MEB items will be monitored to provide a more robust data set  
4) Methodology:  
   i) Data Collection  
      a) Kobo tool  
      b) Cycle – 4th week of every month  
      c) Output to be shared on the 2nd week of the next month  
   ii) Market Selection (a one-time exercise)  
      a) Central Markets: large enough to host at least 3 wholesalers  
      b) Secondary Markets: not large enough to host wholesalers  
      c) Terminology within the current approach (traders: wholesalers/retailers)  
      d) Partners will provide feedback on where they have the capacity to implement price monitoring  
5) Trainings for enumerators at sub-national level  
6) Sign On Process (MoU & Partner Information Form to be signed by partners, to designate central and field-level focal points, and ease the communication with REACH and the CWG) by CoB Sunday October 9th.  

**Action Points:**  
1) Partners to sign the required documents by CoB Sunday October 9th, and shared with Jack Berger  
2) Market Selection would start on Sunday October 9th with the first sub-national working group in Dohuk  
3) Kobo Tool will be finalized and shared with all partners by CoB October 10th. | Jack (REACH) | 20   |
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| 3 | Discussion | 1) Possibility of joining efforts with WFP, to come up with a more robust product.  
2) Coordination with other clusters, to harmonize and avoid duplication of efforts  
3) Partners at sub-national level play a big role in coordination with WFP  
4) Agreement required by WFP to adopt a harmonized methodology  
5) CWG Partners’ spread covers most of the accessible districts throughout Iraq  
6) Erbil sub-national group is on the 5th at NRC, and REACH would present there |
|   |   | Jessa 25 |
| 4 | MOU & Sign-off Paper | Signed MOUs and Partner Information should be signed and returned to Jack by Sunday October 9th. |
|   |   | Jessa 10 |
| 5 | Cluster Reporting | **Action points:**  
1) Fortnightly Reporting: on the 3rd and the 18th of every month  
2) ICCG is pushing for monthly reporting instead of fortnightly  
3) Focus only on MPCA in reporting  
4) Request for training on AI to be provided to interested partners (to be discussed with OCHA, and Jessa/Gilbert to confirm) |
|   |   | Gilbert 10 |
| 6 | A.O.B. | Update the contact list & the CWG Google Drive details |
|   |   | Gilbert 10 |