



**Venue:** Conference Room, Borno State Ministry of Agriculture and Natural Resources (MANR)

**Chaired by:** Mr. Yohanna Y. Balami, Representative of the Permanent Secretary, Borno State (MANR)

**Start time:** 10:00am

**End time:** 11:45am

*(A full list of attendees can be found at the end of this document)*

## Summary of Action Points

1. **Corrections on the minutes of the last meeting**
2. **Cadre Harmonise March 2017**
  - Share Reliability figures of data used in the CH with Partners
  - Share the EFSA results
  - Share the Lean Season Matrix with Partners.
  - Partners to please submit their lean season planning before the 30th of March 2017
3. **Mini coordination meetings at LGA level**
  - Share partner presence matrix with partners
4. **Updates/Info**
  - Share update on fire in Konduga
  - Share Damasak Interagency Rapids Needs Assessment
  - Share Dikwa Inter-Sector Fact Finding Mission

## AGENDA

1. Welcome, Introduction and Opening Remarks
2. Presentation Cadre Harmonise March 2017
3. Presentation of the February Gap Analysis and Partners Presence Maps
4. Updates/Info
5. Sensitization
6. AOB



<b>Agenda Item</b>	<b>Discussions</b>	<b>Actions</b>
<b>Introduction</b>	<p>In his opening remarks, the chairman Mr Balami welcomed all the partners to the meeting after a long break of almost six weeks due to Sector trainings and the Cadre Harmonise Analysis in Abuja-Kano-Abuja.</p> <ul style="list-style-type: none"> <li>• He informed the group of the departure of the former Sector Coordinator, Mr Abibu Tamu.</li> <li>• The Secretariat introduced a new member of the FS team, Ms LucieOdile Ndione who will be acting as Sector Coordinator until a new Coordinator is appointed.</li> </ul> <p>This introduction was followed by a round of self-introduction of everyone present in the meeting</p>	
<b>Review of minutes of the last meeting</b>	<ul style="list-style-type: none"> <li>• The minutes of the last meeting was quickly reviewed with emphasis on the Action points</li> </ul> <p><b><u>Corrections on the minutes of the last meeting</u></b></p> <ul style="list-style-type: none"> <li>• <b>Page 4:</b> IRC is targeting and registering 7,000HHs and 1,000HHs in Konduga and MMC respectively for its planned food assistance interventions. <b>should rather read</b></li> <li>• IRC is targetting and registering 27,000 individuals in Konduga LGA and reching 1,241 HHs with cash assistance in MMC &amp; Jere LGAs for the month of Feb. 2017</li> <li>• <b>Page 7:</b> PUI partnering with PUI <b>should rather read</b></li> <li>• PUI partnering with WFP</li> </ul>	<ul style="list-style-type: none"> <li>• Reflect corrections on the minutes of the last meeting <b>Put link to corrected version</b></li> </ul>
<b>Review of Action points</b>	<ul style="list-style-type: none"> <li>• SCI has resolved the issue of locating its planned beneficiaries in collaboration with community leaders</li> <li>• IRC will make it's presentation at the next FS meeting (11-4-2017)</li> <li>• IMC has set up food committees in the camps where it is doing its work, in conjunction with its partners. IMC is conducting beneficiaries monitoring and also embarking on visits to beneficiaries</li> <li>• CRS held its mini-coordination meeting for Muna Dalti community, the minutes of this meeting has been shared with the FS Secretariat. <a href="http://fscluster.org/nigeria/event/fss-coordination-meeting-partners-muna">http://fscluster.org/nigeria/event/fss-coordination-meeting-partners-muna</a></li> </ul>	

<b>Cadre Harmonise March 2017</b>	<p>The presentation of the results of the CH analysis was done by the Borno state CH Cell Coordinator, Mr Inuwa Mbaya.</p> <ul style="list-style-type: none"> <li>• Areas that are presently in Phase 3 especially in Borno state are as a result of the efforts of the Humanitarian community, otherwise the whole state would probably have deteriorated to Phase 4 due to the inability of farmers to carry out farming activities, which is the livelihood of over 60% of the population.</li> <li>• At least 20% of the population of an LGA must be in a particular phase (counting from the right that is Phase 5 downwards) before that LGA can be fixed in that Phase.</li> <li>• There are no LGAs in Phase 5, but about 44,000 individuals spread across Borno, Adamawa and Yobe states are in this Phase</li> <li>• There is a need for partners to increase their targeting of beneficiaries in LGAs that have been projected to deteriorate during the Lean season especially LGAs in Phase 3 and Phase 4 in Borno state, the hub of the Humanitarian response.</li> <li>• Partners would like to have the source data that was used to arrive at the Phases/figures in the analysis. Specific partners who are interested in this should please send a request to the Sector</li> <li>• There is need for better disaggregated data on the breakdown of IDPS/Returnees/Host communities in the CH data to help for better planning and targeting of beneficiaries</li> <li>• There is need to hold continuous refresher trainings for the CH process so that partners are well informed about the process</li> <li>• The Sector will circulate a lean season matrix to all partners to get their plans for the period, this will help better planning and serve as an advocacy tool</li> </ul> <p><a href="http://fscluster.org/sites/default/files/ch_nigeria_march_2017_presentation_at_fswg_meeting_28_march_2017.pdf">http://fscluster.org/sites/default/files/ch_nigeria_march_2017_presentation_at_fswg_meeting_28_march_2017.pdf</a></p>	<ul style="list-style-type: none"> <li>• Share the Lean Season Matrix with Partners. Partners to please submit before the 30th of March 2017</li> <li>• Share Reliability figures of data used in the data with Partners</li> </ul> <p>Share the EFSA results</p>
<b>February Gap Analysis and Partner Presence Maps</b>	<p>This presentation was made by the sector Information Management Officer Mr Edwin Too.</p> <p>Highlights</p> <ul style="list-style-type: none"> <li>• A total of 1,707,603 individuals were assisted in February by 32 Food Security Sector Partners.</li> <li>• 1,416,931 individuals received Food Assistance, 190,975 individuals received Cash Transfers, while another 99,697 individuals received Agriculture inputs.</li> <li>• In Yobe state, a total of 423,272 individuals were reached by 7 organisations</li> <li>• In Adamawa, a total of 9,676 individuals were reached by 3 organisations</li> <li>• In Borno, a total of 1,274,635 individuals were reached by 25 organisations</li> </ul> <p><a href="http://fscluster.org/nigeria/document/food-security-sector-partner-presence">http://fscluster.org/nigeria/document/food-security-sector-partner-presence</a>  <a href="http://fscluster.org/nigeria/document/food-security-sector-dashboard-february">http://fscluster.org/nigeria/document/food-security-sector-dashboard-february</a></p>	<p>The presentation can be found at the FSCluster website</p>

<b>Updates/Info</b>	<p><b>a. Konduga fire</b></p> <ul style="list-style-type: none"> <li>A fire incident occurred at the Boarding School Camp on the 16th of March 2017. The fire incident destroyed 90% of all the infrastructure and facilities in the camp.</li> <li>The Food Sector response to this emergency was led by WFP. Food rations for March had just been concluded before this fire incident, all the food stock was completely burnt.</li> <li>WFP and its implementing partners (DRC) have responded to this emergency by giving new food rations to all the people affected by the fire.</li> </ul> <p><a href="https://docs.google.com/document/d/1mOZ_Om906EUNI7hEf7eATOOP3bCrkSRmOYx6xLt3R3Q/edit">https://docs.google.com/document/d/1mOZ_Om906EUNI7hEf7eATOOP3bCrkSRmOYx6xLt3R3Q/edit</a></p> <p><b>b. Dikwa:</b> Distribution took place and 121,000 have been reached in February, the main issue is for the sector to encourage the food prepositioning for new arrivals needs and also Partners to explore the possibility of having more distribution points</p> <p><a href="http://fscluster.org/nigeria/document/dikwa-rapid-food-security-assessment-0">http://fscluster.org/nigeria/document/dikwa-rapid-food-security-assessment-0</a></p> <p><b>c. Damasak:</b> ICRC is fully covering 10531HHs (63186 individuals). They will be going back for second distribution in early April and additional to the first round beneficiaries, ICRC plan to reach out to new returnees or IDPs who arrived after the first distribution</p> <p><a href="http://fscluster.org/nigeria/document/interagency-initial-rapid-needs">http://fscluster.org/nigeria/document/interagency-initial-rapid-needs</a></p>	<ul style="list-style-type: none"> <li>Share update on fire in Konduga</li> <li>Share Damasak Interagency Rapids Needs Assessment</li> <li>Share Dikwa Inter-Sector Fact Finding Mission</li> </ul>
<b>Sensitization</b>	<p><b>a. Sector request for inputs, more collaboration and timely actions (respect of deadlines and provision of inputs on the FSS documents, 5Ws Matrix and other input requests)</b></p> <p>The 5W Matrix is the main tool used by the sector to generate its Presence Maps, and Gap Analysis Maps which helps to identify gaps and needs, and avoiding duplications. The earlier the inputs are submitted the quicker the information products are created. Partners should endeavour to submit their inputs well before the deadline for the submission of inputs</p> <p><b>b. Regular update of the Financial Tracking System (FTS)</b></p> <p>The Financial Tracking System helps to track the level of funding that partners have received in relation to the Humanitarian appeal (for the FS Sector). Partners should please liaise with the focal persons in their organisations who are incharge of updating the information on this website to ensure that the information available on this website is correct and up to date at all times. <a href="https://fts.unocha.org/appeals/536/summary">https://fts.unocha.org/appeals/536/summary</a></p> <p><b>c. Mini coordination meetings at LGA level</b></p> <p>The sector is suggesting an initiative whereby Partners would be selected as mini-coordination facilitators and co-facilitators in the LGAs where they are active. The facilitators and co-facilitators will be leading mini-coordination meetings</p>	<ul style="list-style-type: none"> <li>Share partner presence matrix with partners</li> </ul>

	in these LGAs under the overall supervision of the Sector. A Partner presence matrix will be shared with partners who will be asked to indicate the LGAs where they will be leading.	
<b>AOB</b>	<ul style="list-style-type: none"> <li> <b>Initiative on the standardization of FS rations/targeting criteria</b>  A initiative on the review of criteria for beneficiaries selection, standardization of food basket/rations, and incorporating protection into our FS activities is having a meeting in Abuja. FS partners should please take an active part in the process that will lead to the final outputs of this initiative. </li> <li> <b>Suggestions for improvement of the FS meetings</b>  The FS Team asked partners to make suggestions for the improvement of overall sector coordination activities Partner comments on the improvement of the Partner Presence Maps, Gap Analysis Maps; suggestions for improving the overall content of our meetings including burning issues noticed in the field that need to be discussed, and presentations are highly welcome. </li> <li> <b>Monthly rotation of FS Secretariat among partners</b>  The Sector is suggesting an initiative whereby the FS Secretariat is rotated monthly among partners. </li> <li> <b>Choice of food in Ngala</b>  NEMA received some communication from Ngala concerning preference items in the food basket that was being given to beneficiaries. Partners should endeavour to understand the preferred food items of target beneficiares before procurement and distribution, so that cases of rejection by beneficiaries is reduced. </li> <li> <b>Ongoing HEA in urban Maiduguri</b>  SCI is presently conducting its Household Economic Analysis in Maiduguri. The report of this analysis will be out in the next three weeks and will be shared with the sector and partners </li> <li> <b>SWNI ongoing mini-coordination in Pulka</b>  SWNI is presently leading mini coordination activities in Pulka, Gwoza LGA. </li> <li> <b>NRC Opening a new office in Dikwa</b>  NRC is opening a new office in Dikwa LGA and would like to be part of mini-coordination arrangements in this LGA. </li> <li> <b>PUI mini-coordination in Bolori II</b>  PUI would like to urge all partners active in Bolori II ward of Maiduguri to please share up to date data available to them on their target areas and beneficiaries to the minicoordination secretariat. </li> </ul>	

	<ul style="list-style-type: none"> <li>• Job opening and vacancies</li> </ul> <p>Partners who have vacancies and job openings in their organisations can communicate this to the FS Secretariat, this information will be shared among all partners for wider dissemination.</p>	
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### NEXT MEETING

In the absence of any other business, the meeting was adjourned to **11th April 2017**, Conference Room, Borno State Ministry of Agriculture and Natural Resources

### ATTENDANCE AT FSWG MEETING MAIDUGURI LEVEL 28<sup>th</sup> MARCH 2017

S/N	Name	Organisation	Telephone Number	Email Address
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**Minutes of the Food Security Sector Working Group (FSSWG) Meeting  
Nigeria - Maiduguri**

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Nigeria - Maiduguri**

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