

FOOD SECURITY SECTOR (FSS) MEETING

Location: ISCG Meeting Room

Date: 02nd April 2019

Time: 10:00am

PARTICIPANTS

28 Organizations (**37** individuals) attended the FSS meeting:

ORGANIZATIONS		
ISCG	CPI	Helvetas
Save the Children	World Vision International	Plan International
OXFAM	German Red Cross	Mukti Cox's Bazar
LWF	RDRS	USAID
Practical Action	Action Aid	Solidarities International
Prottiyashi	IOM	FAO
ICCO	WFP	REACH
ACDI/VOCA	Concern World Wide	Qatar Charity
BRAC	WFP	
SARPV	iMMAP	

AGENDA

1. Welcome and Introduction – 5mins
2. Opening remarks by the FSS Coordinator – 10mins
3. Information Management updates – 10mins
4. Report Hub (RH) development progress and way forward – 20mins
5. Multi Sector Needs Assessment (MSNA) presentation by the ISCG team – 20mins
6. Emergency Preparedness guidance and discussion led by the EPR Coordinator – 30mins
7. FSS Contingency plan/Emergency Preparedness – 30mins
8. AOB

SUMMARY OF THE MEETING DISCUSSION AND ACTION POINTS

No	PROCEEDING	ACTION POINTS
1	Welcome and Introduction <ul style="list-style-type: none"> The meeting started at 10:00 am with a round of introduction from participants; The meeting was chaired by Francesco Slaviero, FSS Coordinator - Cox's Bazar. 	
2	Opening remarks by the FSS Coordinator <ul style="list-style-type: none"> The frequency of the FSS meeting will continue monthly basis; FSS meetings will be called twice a month in case of urgent/ad-hoc initiatives from the sector & partners; Partners will be invited to present their programs, activities, lessons learned in the FSS meeting; 	- FSS meeting every month; ad-hoc meetings can be called when needed;

	<ul style="list-style-type: none"> Improving the info management system thanks to new tools, e.g. Report Hub; Report Hub training is ongoing, 9 FSS partners have been trained over the 1st round. 	- partners will present their programs/activities.
3	Information Management updates <ul style="list-style-type: none"> Facility Mapping is in progress, led by ISCG IM team presented initial findings of the facility mapping exercise FS Sector is on progress to improve the IM products such as the partner presence map, Dashboard, Bulletins, analyze and summarizing data. FSS work plan to strengthen the partners capacity on data quality assurance and data management. 	IM improved products; IM partners training to enhance reporting/data quality.
4	Report Hub development progress and way forward (from IMMAP) <ul style="list-style-type: none"> ReportHub working is on progress: Dynamic Mapping tools; Training FSS partners to rollout existing 4W template to populate Report Hub; Sector Strategic Objectives will be included in JRP project and monthly progress report. 	<ul style="list-style-type: none"> Report Hub partners trainings. Support to Report Hub progress and rolling out
5	Multi Sector Needs Assessment Presentation by the ISCG team <ul style="list-style-type: none"> MSNA is under preparation to assess the multisectoral needs of refugees and host community. 28th April is deadline to review the questionnaire on light MSNA (May, June); In-depth MSNA will be conducted at the end of the year. 	<ul style="list-style-type: none"> review light questionnaire (Light) MSNA data collection in May
6	Emergency Preparedness guidance and discussion by the EPR coordinator <ul style="list-style-type: none"> An ad-hoc working group will be formed to agree on the roles and responsibility of Food Security Sector. The EPR coordinator advised the sector and its partners to abide by the Government laws and guidance during a disaster. Sr. Coordinator ISCG will present the overall architecture of the Cox' s bazar response in emergency. ISCG will analyze and finalize a cyclone preparedness matrix by the end of April. WFP offers to assist partners stock items in their storage facilities across the camps. WFP seeks for partner with experience in providing cooked meals to collaborate during an emergency. 	- call a meeting with WG FSS partners on 10 April
7	FSS Contingency plan/Emergency Preparedness <ul style="list-style-type: none"> Sector will lead to prepare a 72 Hrs. response plan and set different activity in the calendar. 	- Finalize Matrix and Plan by end April
8	AOB <ul style="list-style-type: none"> In May, agenda will focus on livelihoods programs in collaboration with FAO and other FSS partners. 	- FSS meeting May invitation, presentations
8	Closing & adjournment The meeting ended at 11:40am and adjourned to 7 th May 2019.	