Meeting Minutes
FSS Livestock Partner’s Coordination Meeting

Date: Wednesday, 27 October 2021, 11:00 a.m.– 12:00 p.m.
Location: Microsoft Teams Meeting

Agenda
- To present a summary of livestock intervention, as submitted by partners in the livestock survey
- To identify partners' livestock focal point
- To set up meeting frequency
- AoB

Participants:
17 participants representing 11 organizations:
ACDI/VOCA, CAID, CCDB, FAO, IOM, NONGOR, RIC, SI, UNDP, WFP & WVI.

Action points:

<table>
<thead>
<tr>
<th>Who</th>
<th>Action</th>
<th>When</th>
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<tbody>
<tr>
<td>FSS Partners</td>
<td>Send 5W template to partners for review</td>
<td>15 November 2021</td>
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<td></td>
<td>Provide feedback on the template</td>
<td>21 November 2021</td>
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<td>FSS Partners</td>
<td>Share Focal Points nomination criteria/recommendations to Partners</td>
<td>15 November 2021</td>
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<td>Nominate organization’s Focal Point</td>
<td>21 November 2021</td>
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<td>FSS</td>
<td>Arrange a general meeting with the Department of Livestock Services for future engagement and participation</td>
<td>17 November 2021</td>
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<td>FSS</td>
<td>Create and share a Livestock folder with existing documents on Google Drive</td>
<td>28 November 2021</td>
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<td>FSS</td>
<td>Organize monthly livestock partners meeting on every last Wednesday of month.</td>
<td>24 November 2021</td>
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<td>FSS Partners</td>
<td>Topics to be further developed as suggested during the meeting:</td>
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<td>- List of livestock service providers</td>
<td>- 31 Dec 2021</td>
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<td>- Livestock partner’s activity tracker and dashboard</td>
<td>- 31 Dec 2021</td>
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<td>- Draft livestock distribution guidelines.</td>
<td>- 28 Feb 2022</td>
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FSS updates

Summary of Livestock Survey, linked here:

23 Partner organizations actively participated in the livestock partner’s survey and provided preliminary inputs. 82.6% of the respondents with livestock activities see the need to strengthen livestock initiatives.

During this meeting, partners shared different gaps and limitations linked with their livestock interventions in Cox’s Bazar:
- DLS Department of Livestock Services: Strengthen capacities and include into the meetings
- Ensure Quarantine before distribution of livestock to prevent dissemination of diseases to the existing livestock
- Strengthen the ownership of beneficiaries: to understand why they receive assets and why they should keep it and not sell it for instant income
- Livestock insurance: disaster
- Fodder cultivation
- Vaccination campaign: more extensive, especially for poultry goats and cows to reduce mortality.
- Awareness sessions for livestock management (lack of knowledge of profitable farming system)
- Develop a common pool of Livestock Service Providers
- Livestock training: improving the quality of trainings
- Support in finding a venue for training in Ukhiya
- Integration of livestock considerations in disaster planning (evacuations, etc) to reduce the loss of productive assets and to reduce hesitancy of people to evacuate during emergencies
- Collective report for DLS personnel
- Gaps: no dedicated place for selling meat and milk, ensure hygienic conditions and market linkages

FSS will develop a livestock intervention tracker and information dashboard with partners’ livestock activities, area of coverage and a number of beneficiaries targeted.

**Identify partners’ livestock focal point:**
All partners will assign a focal point. Recommendation: individuals with the expertise in livestock intervention, veterinary background.

**Meeting Frequency:**
Based on discussion, partners agreed to continue livestock partner’s meeting on a monthly basis, taking place last Wednesday of each month. The next meeting will be held on 24 November, 2021.

**AOB**

- FSS will compile the related documents and upload in google drive with all partner’s access for the utilization.

**Upcoming events**

- FSS Livestock Partner’s Monthly Meeting: Wednesday 24 November 2021 from 11:00 – 12:00