Meeting Minutes
FSS Bi-Weekly Coordination Meeting

Date: Tuesday, 14 December 2021, 11:00 a.m.–12:30 p.m.
Location: Microsoft Teams

Agenda

- FSS Updates
- FSS JRP 2022 update
- Bhashan Char:
  - General updates (WFP)
  - Joint UN Livelihoods Assessment (UNHCR)
- WFP self-reliance project (homestead gardening and community aquaculture)
- Partners’ Updates
- AOB

Participants:
44 participants representing from 22 organizations:
ACDI/VOCA, BBC MEDIA, BRAC, CAB, DRC, FAO, FIVDB, FSS, HelpAge Int, Helvetas, ICCO, IOM, IVY, RIC, SBSKS, SI, UNDP, UNFPA, UNHCR, UNICEF, VSO, WFP

Find presentation slide and recording here

Action points:

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<thead>
<tr>
<th>Who</th>
<th>Action</th>
<th>When</th>
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<tr>
<td>Partners</td>
<td>FSS partners to refer to extended deadline of ISCG Volunteer survey, Link: <a href="https://ee.humanitarianresponse.info/x/cffUDfqv">https://ee.humanitarianresponse.info/x/cffUDfqv</a>, The ISCG – with support from the Access WG, agencies and sector leads – is working on an update to the volunteer policy to ensure an informed, transparent and harmonized policy exists regarding volunteer roles, incentives, recruitment and information sharing.</td>
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FSS JRP 2022

**FSS**

FSS to finalize and share FSS JRP 2022 to ISCG, RRRC, MOFA, Dhaka

FSS to Finalization of the first draft by ISCG
28 Dec- share the draft with RRRC
25 Jan – MOFA, Dhaka
Mid Feb- finalization

Livestock Meeting Action Points

**FSS**

FSS to organize 2-hour training session on 5W reporting catered for livestock partners, but all are welcome to attend

23 December 2021

Partners Reporting

**FSS Monthly Reporting with deadline**

- FSS Response Tracker | Excel Template | Wednesday, 5 January 2021
- Template for Volunteer and CfW Information, September 2021 - request for action by | Sunday 9 January 2021
**General Update:**

**ISCG Volunteer Survey**

FSS partners refer to extended deadline of ISCG Volunteer survey, Link: [https://ee.humanitarianresponse.info/x/cffUDfgv](https://ee.humanitarianresponse.info/x/cffUDfgv), The ISCG – with support from the Access WG, agencies and sector leads – is working on an update to the volunteer policy to ensure an informed, transparent and harmonized policy exists regarding volunteer roles, incentives, recruitment and information sharing.

The form requires detailed data on:

- the number of volunteers each organization is recruiting
- the sectors and roles those volunteers are currently populating
- the skillsets and training necessary to populate each of these roles
- the volunteer incentive – by role – per agency (ACTUAL)

The information requested in this form is strictly for the purpose of informing the update to the volunteer policy and will not be shared outside of the ISCG.

For any question about the survey feel free to reach out, Support: Brian La Guardia, Email: brian@iscgcxb.org

**JRP 2022 Update**

FSS thanks all the partners for their involvement and submission of their organization project proposal for the FSS JRP 2022 to Food Security Sector. After review by the FSS Peer review team 23 recommended project proposals were approved by the FSS through ISCG HPC tools. Total proposed budget by the 23 recommended proposal was USD 255 million, with budget envelope of USD 203 million set by ISCG, total FSS budget was reached at USD 209.5 million. FSS worked with some partners individually to adjust projects – targets, budget allocations, project clarity during the project review period.

**Next step of FSS JRP 2022**

- Finalization of the first draft by ISCG,
- 28 Dec- share the draft with RRRC
- 25 Jan – MOFA, Dhaka
- Mid Feb- finalization

**Livelihood & Self Reliance**

**Winter Market**

FSS and WFP Self Reliance jointly organized the Winter Market event on 12 December 2021 at Sea Palace. FSS invited interested partners to set up stalls to sell their products. The purpose of the Winter Market was to promote off-farm livelihoods and self-reliance projects and create market linkages. Theme of the Winter Market was: From my home to your home (আমার ঘর থেকে আপনার ঘরে), Total of 21 organizations participated with their products in 17 stalls: Action Aid Bangladesh, BRAC, CARE Bangladesh, CODEC, Concern Worldwide, FAO, GUK, HelpAge International, ICCO Cooperation, IOM, Mukti Cox’s Bazar, NGO Forum for Public Health, Prantic, Prottyashi, RIC, SHED, Shushilan, UNFPA, UNHCR, UN Women, WFP. Total value sold 390375 BDT

**Livestock**

FSS will organize a 2-hour session on 5W reporting for livestock partners on 23 December 2021 at 11-01 PM.

**Livestock Partners Focal Point Nomination:**
FSS thanks all partners for nominating and providing their livestock focal point details. FSS will hold the next monthly meeting with livestock partners on Wednesday, 29 December 2021.

EETWG Update

“Calling ALL FSS Partners engaged in energy and environment programmes to join the EETWG by contacting Fenella.HendersonHowat@wfp.org”

About: The EETWG is a multi-sectoral technical working group which aims to build synergies amongst stakeholder efforts and initiatives across all sectors with a special focus on identified linkages between the Food Security, Site Management and Shelter/NFI Sectors.

Resources:

- EETWG google drive: https://drive.google.com/drive/u/2/folders/1RC6UPbs3YTZ1etWbqZwRhU6ltNcap
- Old EETWG google drive (pre-2021): https://drive.google.com/drive/u/0/folders/1c3tSPMk8cEl-F_OOOy7o9EnxcLZEuON

Meetings: First Tuesday of every month from 15:30-17:00 (next meeting: Tuesday, 4 January)

Contact person: Fenella Henderson-Howat, Interim Coordinator, Fenella.Hendersonhowat@wfp.org

UPDATES

- EETWG Newsletter (December 2021) released | LINK
- 2021 Plantation Season Map Finalised | 150 ha of land planted with 900,000 seedlings | LINK
- Planning for 2022 Plantation Season | Planning Matrix | LINK
- - Calling all partners with interest in 2022 Plantation Season to reach out by 15 January 2022
- 2019-2020 Plantation Assessment dissemination event (facilitated by WFP)
- 8 December 2021| Report | LINK

Media coverage:


Bhasan Char: WFP Updates – Food Security

- Phased approach
  - Phase 1: Business continuity and gradual improvement (Nov 2021 – Apr 2022)
  - Phase 2: Expand and consolidate (Apr 2022 onward)
- Challenges to food security: insufficient food basket, funding, supply chain, lack of existing market, shortage of cash circulation
- Livelihoods is separate from Food Security sector
- Logistics services (vision): WFP to coordinate water and land transport, manage humanitarian warehouse
- Operational bottlenecks: accommodations for UN and NGO staff, transport, warehouse capacity

Bhasan Char: Joint UN Livelihoods Assessment (UNHCR)

- General Findings
- All livelihoods interventions are done by 9 NGOs
- Land allocation done by Navy, unclear how and when RRRC will take over
- Coordination mechanism required for livelihoods intervention

- Livelihoods opportunities: agricultural, livestock, fishery, skills development
- Priorities:
  - Minimum standards for household gardening and skills development for implementing NGOs
  - Coordination of current activities
  - Identifying demographics: adolescents, PWD, elderly
  - Ensuring no overlap

**WFP Self-Reliance: Homestead Gardening and Community Aquaculture**

- Agri-inputs for 30,000 HHs in 24 camps
- Homestead Gardening Training for 30,000 beneficiaries
- Agri-inputs for 10,000 fire affected HHs in Camps 8E, 8W and 9
- Community based fish culture in 12 ponds in Camps 4ext, 5 and 8W

**Partner updates**

Partners were requested to share operational updates to FSS at info.coxsbazar@fscluster.org

**AOB**

- Update on FSS files: all files from 2021 have been archived [here](#)
- FSS organized presentations on Bhashan Char: General updates (WFP); Joint UN Livelihoods Assessment (UNHCR) and WFP self-reliance project (homestead gardening and community aquaculture)

**Reminder for Monthly Reporting with deadline**

- [FSS Response Tracker](#) | Excel Template | Wednesday, 5 January 2021
- [Template for Volunteer and CfW Information, September 2021 - request for action by](#) | Sunday 9 January 2021

**Upcoming events**

- FSS Bi - Weekly Coordination Meeting: Tuesday 28 December 2021 from 11:00 – 12:30
- Livestock Partners Monthly Meeting: Wednesday, 29 December 2021