

Meeting Minutes  
FSS Bi-Weekly Coordination Meeting

Date: Tuesday, 22 February 2022, 11:00 a.m.– 12:30 p.m.

Location: Microsoft Teams

Agenda

- FSS Updates
- JRP Update 2022
- Presentation:
  - EETWG: Sustainable Land Management and Environmental Rehabilitation (SuLMER) of Shoa Ma'r Jhiri Watershed Area in Camp 1W & 2W in relation to Food Security and Livelihood activities
- Partners' Updates
- AOB

Participants:

53 participants representing 31 organizations:

**AAB, ACDI/VOCA, AMAN, BRAC, CHRISTIAN-AID, CNRS, DRC, FAO, FIA, FIVDB, Helvetas, ILO, IOM, IVY JAPAN, Mukti, PI, Population Council, RDRS, RIC, SCI, SHED, SHUSHILAN, SS, UNHCR, UNICEF, UNWOMEN, VSO, WFP, WR, WVI, ISCG.**

Find [Presentation Slides](#) and recording [Here](#)

Action points:

Who	Action	When
Government & RRRC Circular on Covid 19	Partners to adhere 3 <sup>rd</sup> and 6 <sup>th</sup> February circular from Cabinet Division and RRRC message on COVID-19 restriction and advise to continue safety measures by using mask, physical distancing, hand washing etc  RRRC message on Covid-19 restriction   <a href="#">To comply with government decisions in light of COVID-19 pandemic situation. No-432</a>   6 February 2022	
FSS	FSS JRP 2022 update  FSS JRP 2023	JRP process is ongoing: Currently JRP 2022 is being reviewed by the MoFA and MoDMR, Dhaka. JRP 2022 will most likely be launched in early March 2022.  Process of next 2023 JRP will start around August 2022.
FSS	FSS to revise and share the Strategic Advisory Group (SAG) committee TOR to partners	✓ 3 March 2022

FSS	FSS to revise guidance of Co- Coordination Selection	✓ 3 March 2022
FSS	FSS to organize partners' site visit follow-up workshop	✓ 23 February 2022
FSS	FSS to organize and provide Power BI training to partners IM colleagues	✓ 24 February 2022
Partners	Partners to submit Skills Development Mapping Questionnaire information: <a href="https://enketo.unhcr.org/x/tM4eN5ct">https://enketo.unhcr.org/x/tM4eN5ct</a> and SDTWG Mapping Questionnaire Guidance Note Here: <a href="https://drive.google.com/file/d/1Y19HYOS-tj9KhyPI2XM4AMVtoQaHIDis/view?usp=sharing">https://drive.google.com/file/d/1Y19HYOS-tj9KhyPI2XM4AMVtoQaHIDis/view?usp=sharing</a>	✓ 24 February 2022
FSS	FSS to share monthly and interactive dashboard	✓ 3 March 2022
FSS	FSS to organize rescheduled Monthly FSS Livestock Meeting with partners	✓ 2 March 2022
Partners	Interested partners to fill out the <a href="#">Compost Request Form</a> to acquire compost from WASH sector, <a href="#">Technical Notes - Composting Method   Humanitarian Response</a>	✓ 2 March 2022
FSS	FSS to organize field visit on Self-Reliance NFI Production in camp	✓ 9 March 2022
FSS	FSS to develop service map and dashboard for the livestock initiatives based on the inputs received from livestock partners	✓ 15 March 2022
Partners	FSS partners who are interested in facilitating their site for monthly visitations need to register by following the below Registration link.  <a href="#">April 2022</a>	✓ April 2022

## FSS updates

### General Update:

Latest GoB Cabinet Division Circular on restrictions of overall activities/movement and RRRC message on COVID 19 restriction has been released on 3<sup>rd</sup> and 6<sup>th</sup> February 2022 respectively which has been shared by FSS through last FSS coordination meeting and partners mail communication. After that no official circular has been published yet about to restriction of movement. Therefore, FSS advised to adhere 3<sup>rd</sup> and 6<sup>th</sup> February circular and continue safety measures by using masks, physical distancing, hand washing etc.

### FSS JRP 2022 update

JRP process is ongoing: Currently JRP 2022 is being reviewed by the MoFA and MoDMR, Dhaka. JRP 2022 will be launched early March 2022 and

### FSS JRP 2023

Process of next 2023 JRP will start around August 2022.

### Strategic Advisory Group (Committee)

FSS will revise the Strategic Advisory Group (SAG) committee TOR and will share to partners next week. For SAG committee members FSS will organize election for selecting SAG member. So, FSS will invite partners colleagues for SAG member nomination.

### **FSS guidance of Co- Coordination Selection**

FSS will review and update the guideline (including the process of nomination, voting, tenure etc) for FSS Co-Coordination selection and will share draft guideline to partners next week.

### **Country Cluster Performance Monitoring Survey (CCPM)**

FSS thanks all the partners colleagues for submitting their response through FSS provided Country Cluster Performance Monitoring Survey (CCPM) survey link. The deadline of CCPM was 18<sup>th</sup> February 2022. Total 50 FSS partners were responded out of 52 FSS active partners and response rate is 96%.

### **FSS Capacity Building Initiative to FSS partners**

FSS IM team has organized 2 training sessions on FSS 5W Response Tracker on 8 February 2022, total 65 FSS IM and program colleagues participated from 23 organization in both trainings in English and Bangla. Training Recording available here [English](#) | [Bangla](#)

**English session:** 21 participants from 12 organization

**Bangla Session:** 44 participants from 21 organization

### **Next Training Schedule**

FSS is planning to organize Power BI training to the partners information management colleagues on 24 February 2022. Therefore, FSS IM team shared, and circulated an open training invitation to all partners. Duration of the training: 3 hrs from 10AM-1 PM, Meeting modalities in English through MS team.

### **Livelihood & Self Reliance**

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In depth online webinar was organized for latest 5W reporting template on 8<sup>th</sup> February 2022 for all partners including Livestock

Monthly FSS Livestock Meeting with partners has been rescheduled due to overlap with field visit workshop and will be held on Wednesday, 2 March 2022 at 1100-1200 hrs.

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### **FSS Field Visit Update**

#### **Field Visit | Aggregation Centers and Farmers Groups | 9 & 10 February 2022**

FSS organized monthly field visits on 9<sup>th</sup> and 10<sup>th</sup> February 2022 with partners colleagues who registered through FSS provided [registration link](#). Total 19 organization participated during both days. 4 UN (FAO, UNDP, UNHCR, WFP), 8 INGO (BBC Media Action, Danish Church Aid, Helvetas, IVY Japan, Plan International, Solidar Suisse, Solidarites International, VSO Bangladesh) and 7 NNGO (BRAC, CNRS, Meghna Social Health & Development Foundation, Mukti Cox's Bazar, Nowzuwan, RIC, Shushilan)

#### **9<sup>th</sup> February 2022 field visit status**

Total 27 partners representative from 14 different organizations and the Department of Livestock Services Officer participated on 9<sup>th</sup> February, visiting below organizations' sites:

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- WFP/SHUSHILAN
  - UNHCR/CNRS
  - DCA
  - FAO/SHUSHILAN
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#### 10<sup>th</sup> February 2022 field visit status

Total 25 partners representative from 12 different organizations and the Department of Agriculture Extension participated on 10<sup>th</sup> February, visiting 4 sites of Aggregation centres located in Ramu and Ukhiya sub district:

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- FAO/Shushilan
  - WFP/RIC
  - Helvetas/Shushilan
  - VSO/Shushilan
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#### FSS Next Field Visit Plan | 9<sup>th</sup> March 2022

The Food Security Sector team will be leading a field visit on 9<sup>th</sup> March 2022 to learn about, and allow partners to take away, good practices/innovative approaches with a focus on **non-food item production in the camps**.

Proposed Partners Sites:

- UN WOMEN/Action Aid Bangladesh
- PRANTIC
- UNHCR/ NGO Forum for Public Health
- WFP/ Codaid

FSS requested interested partners colleagues to register their name on 9<sup>th</sup> March field visit by following [this link](#) and also refer [April 2022](#) FSS registration link, if any partners interested to showcase their site.

Location	Activity type (e.g. handicraft production)	Organization	Implementing Partner
Camp 4ext	Menstrual Hygiene Management Products	UN Women	ActionAid Bangladesh
Camp 4	Handicrafts and mask production	PRANTIC	PRANTIC
Camp 5	Eco-friendly jute products production centre	UNHCR	NGO Forum for Public Health
Camp 15	Circular food Assistance project (Upcycling food packaging to usable products)	WFP	Cordaid (former ICCO)

#### FSS Partners' Site Visit | Follow up workshop | 23 February 2022

FSS is going to organize a follow up workshop on partners site visit on 23 February 2022, Location of workshop will be Long Beach Hotel at Cox's Bazar. Number of participants is 35, selected from 16 different organizations. FSS already invited all the partners through email and received confirmation from them. Total number of interested registrants was 74.

Workshop Schedule

1. Session I	2. Good practices and lessons learned: 3. 1. Scope of Aggregation Centres (Assessment criteria, objectives) 4. 2. Organizational capacity development and linkage with DAE and other line department (sustainability of an Aggregation Centre and Farmer groups) 5. 3. Additional services (e.g., technical expertise, machineries' sharing, money saving, transportation, group activities) 6. 4. Multiple organizations in the same geographic area – cooperation opportunities
7. Session II	8. Market linkages: 9. 1. Price setting mechanism 10. 2. Order and delivery system 11. 3. Challenges 12. 4. Opportunities (functional good practices)
13. Session III	14. Improved production: 15. 1. Year-round vegetable cultivation 16. 2. Governmental network of existing services to support farmer groups and aggregation centres
17. Session IV	18. Way forward

### FSS Information Management

Firstly, FSS information management team thanks all partners for their timely submission of latest 5W and CFW & Rohingya Volunteer January 2022 information and reminds the next reporting date for the month of February.

FSS will organize Power BI training to all interested partners. FSS IM team shared training invitation to partners through FSS mailing list. Duration of the training: 3 hrs from 10AM-1 PM, Meeting modalities in English through MS team.

### FSS 5W response tracker training update

FSS IM team organized 2 training session on FSS 5W Response Tracker on 8 February 2022, total 65 FSS IM and program colleagues participated from 23 organizations during both sessions.

**Goodbye to Ajmerry Hossain (IMO)**, for all your IMO needs please contact:

- Zolboo Bold-Erdene, [zolboo.bold-erdene@wfp.org](mailto:zolboo.bold-erdene@wfp.org)
- Neyamul Akhter, [neamul.akhter@wfp.org](mailto:neamul.akhter@wfp.org) (Mobile: 01313770424)

### Compost | WASH Partners

WASH Sector connected the Food Security Sector with MRFs (Material Recovery Facility) producing compost in the camps. Therefore, any organization who would like to receive compost from WASH sector who are implementing homestead gardening activities in the camps are advised to submit their requests through this [form](#).

### Skill Development Working Group update

Skills Development Mapping Questionnaire for mapping is now live and Partners are requested to submit their information for this mapping exercise by 24 February 2022.

The purpose of this mapping exercise is to gather and form a comprehensive overview of skills development activities in both the Rohingya camps and the host communities. This is a one-time exercise to inform the Skill Development Technical Working Group of gaps and needs for coordination purposes and the form allows you to save your draft so you can revisit throughout the inputting process.

Skills Development Mapping Questionnaire survey link Here: <https://enketo.unhcr.org/x/tM4eN5ct> and SDTWG Mapping Questionnaire Guidance Note Here : <https://drive.google.com/file/d/1Y19HYOS-tj9KhyPI2XM4AMVtoQaHIDis/view?usp=sharing>

For further support on SDTWG, or would like to participate in the working group, please contact Zolboo Bold-Erdene, FSS IMO: [zolboo.bold-erdene@wfp.org](mailto:zolboo.bold-erdene@wfp.org) | WhatsApp +1(315)706-2820

Next SDTWG Meeting will be on Monday, 28 February 2022, 3-4pm.

### EETWG Update

- 2022 Plantation Season – shapefiles due end-February
- Updating solar lighting guidance with IOM and UNHCR

Upcoming Events/Meetings:

- Energy Field Visit - 28 February
- NEAT+ practical training - date TBC
- EETWG meeting -1 March (15:30-17:00) – invitation to follow

### Presentation:

Presentation: UNHCR presented the Sustainable Land Management and Environmental Rehabilitation (SuLMER) of Shoa Ma'r Jhiri Watershed Area in Camp 1W & 2W in relation to Food Security and Livelihood activities.

Coordination with FSS and Partners:

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- Assist in updating the existing stakeholder mapping
  - Assist in mapping of ongoing and planned projects and activities to ensure coordination and avoid overlapping
  - Assist in prioritizing projects for re-planning, re-design and rationalization and agree on a single implementation/work plan for SuLMER
  - To advise actors to respect the existing risk maps (e.g. flood zones, landslides) and guidelines for any planned implementation
  - Agree on a participatory planning strategy
  - Assist in the multiscale coordination so that allocated funds for activities in Camps 1W and 2W are going along the agreed implementation plan
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### Partner updates

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- Partners were requested to share operational updates to FSS at [info.coxsbazar@fscluster.org](mailto:info.coxsbazar@fscluster.org)
- FAO host community food production support: FAO provided 70 metric ton of Bro rice seed (Variety BRRI dhan-28) to 3536 farmers in Cox's Bazar Sadar, with financial support from CANADA.
- FAO has plans to distribute summer vegetable seeds to 20,000 poor farmers in host community located in Ukhiya, Teknaf, Cox's Bazar Sadar and Ramu sub district, (contribute to the home state and commercial vegetable production in host community).

- FAO plans to distribute 100 Metric tons of BRRI dhan to host community farmers and the targeted number is 10,000, Agriculture department and FAO will finalize the list of targeted beneficiaries.

## AOB

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- Update on FSS files: all files from 2021 have been archived [here](#)
- FSS representative participation in Camp coordination meeting
- FSS Information Management Officer, Ajmery Hossain is leaving WFP and will join FAO for a new assignment in Rome, Italy.
- Next FSS coordination meeting modality is hybrid, (in-person in ISCG conference room or online)

## Upcoming events

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- Next SDTWG Meeting | 28 February 2022 | 3:00 – 4:00 pm
- EETWG monthly meeting | 1 March 2022 | 15:30-17:00
- Livestock Partners Monthly Meeting | Wednesday, 2 March 2022
- FSS Bi - Weekly Coordination Meeting | Tuesday 8 March 2022 from 11:00 – 12:30