

Meeting Minutes
FSS Bi-Weekly Coordination Meeting

Date: Tuesday, 5 April 2022, 11:00 a.m.– 12:30 p.m.

Location: Microsoft Teams, ISCG Meeting Room

Agenda

- FSS Updates
- JRP Updates 2022
- Presentations:
 - Homestead Gardening Guidelines- presentation by FAO
- Partners' Updates
- AOB

Participants:

37 participants representing 24 organizations:

BRAC, CPI, CRS, CWW, DRC, FAO, FIA, FIVDB, GIZ, HELVETAS, ICRC, IOM, IVY-JAPAN, MUKTI, NRC, PI, RIC, SCI, SHED, UNHCR, UNWOMEN, VSO, WFP, WFP-SL

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

Action points:

Who	Action	When
FSS	FSS JRP 2022 update	JRP 2022 <ul style="list-style-type: none"> • JRP has been launched on 29 March 2022 (publication date) • Video link The final JRP document is available at the following link. The 2022 JRP on the Humanitarian Response website , including the two-page 'At a Glance'.
FSS	FSS to get endorsement of recommended "Ramadan basket" from RRRC	✓ 11 April 2022
FSS	FSS to publish NNGOs SAG election results and composition of SAG	✓ 14 April 2022
FSS	FSS to prepare and share FSS 5W reporting dashboard	✓ 21 April 2022
FSS	FSS will organize next joint field visit in May 2022. Dates and theme will be confirmed later.	✓ May 2022
FSS	FSS to organize upcoming training on Climate Adaptive Agriculture in May 2022	✓ May 2022

FSS	FSS to conduct rescheduled livestock partners meeting	✓ 27 April 2022
Partners	Interested FSS partners colleagues to register their name for upcoming site visit	✓ 28 April 2022
FSS	FSS to share revised first draft of Skill development interactive dashboard with map	✓ April 2022
AOB <ul style="list-style-type: none"> Megumi Shuto from JICA, provided thanks to FSS for introducing her to all FSS partners during the meeting. She provided short brief on newly started new JICA project on Fishery and Livelihood Enhancement in coastal area over the Bay of Bengal Update on FSS files: all files from 2021 have been archived here Next FSS coordination meeting modality is hybrid, (in-person in ISCG conference room or online) 		

FSS updates

General Update:

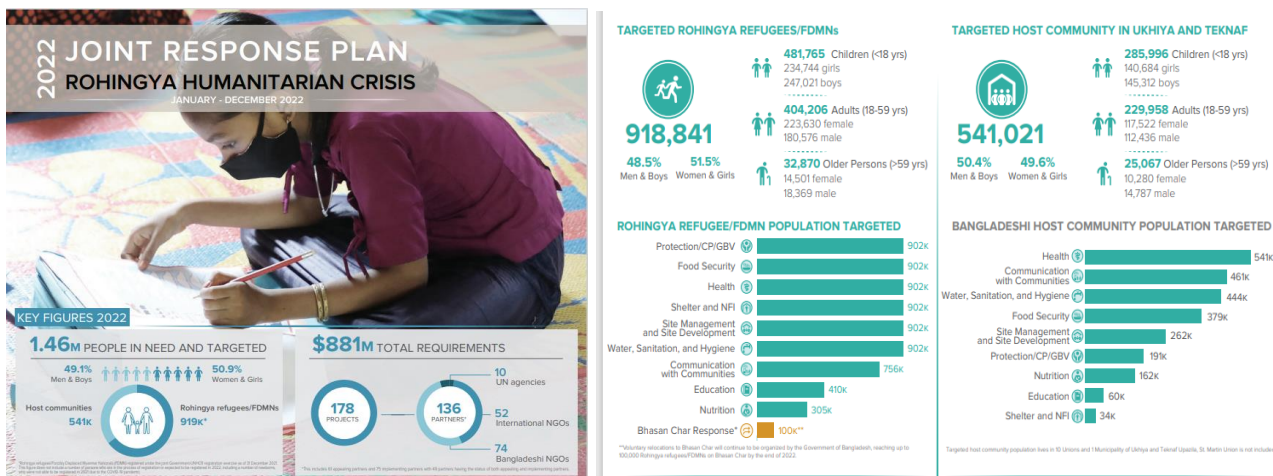
FSS JRP 2022 update

JRP 2022

- JRP has been launched on 29 March 2022 (publication date)
- [Video link](#)
- The final JRP document is available at the following link.

[The 2022 JRP on the Humanitarian Response website](#), including the two-page 'At a Glance'.

FSS JRP Fact and Figure



Ramadan Tracker 2022

To ensure harmonized and coordinated food assistance, partners are requested to coordinate with FSS for the best use of resources while avoiding gaps and overlaps. Once information is shared by partners and RRRC office, FSS can provide consolidated data on how many organizations are providing assistance in which camps.

Key recommendations:

- Cover the entire camp
- Choose food items that are complementary to what is already available through regular food assistance
- Ensure food safety

- Avoid waste production
- Ensure equal access to distribution
- Follow COVID-19 safety measures during distribution
- Information sharing

Partners planning for ad hoc food distributions are requested to fill in the [Forecast Matrix](#) and submit to FSS (coxsbazar.fss@wfp.org) to allow FSS to identify underserved areas and guide partners accordingly.

Recommended complimentary Ramadan basket per Household:

This basket is a result of a joint discussion lead by FSS with multiple organizations (AMAN, Moonlight Development Society, MSI, PRANTIC, SDI, SBSKS, Qatar Charity) on 24 March 2022.

#	Item	Amount
1	Chickpeas	2 kg
2	Puffed Rice (muri)	1 kg
3	Dates	1 kg
4	Soybean Oil	1 liter
5	Sugar	1 kg
6	Juice powder (for Shorbot)	500 grams
7	Kheshari lentils	2 kg
8	Flattened rice (chira)	1 kg
9	Bangla Shemai	1 kg
10	Onion	1 kg
11	Hot Masala	100 grams
12	Milk powder	200 grams

Ramadan Plan

FSS Drafted a recommended "Ramadan basket" with Partners providing extra Ramadan food distribution and shared with ARRC for endorsement.

FSS Strategic Advisory Group (SAG)

The SAG nomination registration has been completed on 27 March 2022. Total of 9 organizations registered through FSS provided SAG registration link. Among them 3 UNs, 2 INGOs and 4 NNGOs were nominated as SAG members. No voting is required for UN and INGO members as exactly 3 UN and 2 INGOs were nominated, matching the limit of membership in those categories.

Voting is required for NNGO memberships as 4 NNGOs were nominated for 2 available NNGO membership slots. Therefore, FSS team developed a voting form for FSS SAG election and calling for an online election to select only two members from the NNGOs out of 4 nominations. The election is open for all the FSS active partners. One partner will vote only once. Each partner shall select two organizations along with the names of the nominees.

The voting link for selecting 2 INGOs was open until 7 April 2022. Total 21 organizations were participating in the voting process and selected the 2 NNGOs. FSS to share the NNGOs election result soon.

Objective of the SAG is to guide the sector and its working groups on strategic direction, coordination, policy decisions and implementation of the FSS's Work Plan.

Composition of the SAG

(9 voting members+ observers as non-voting)

Roles and Responsibilities



Identify the gaps and needs of thematic working groups and task forces and advise on their activation and deactivation



Assist the sector in advocacy, strategic partnerships and fund-raising



Advise the sector coordination team of critical issues and concerns that need to be brought to the attention of the lead agencies or the Inter Sector Coordination Group

FSS Capacity Building Initiative

Emergency, Preparedness and Response (EPR) and Anticipatory Actions (including FbF) training for FSS Partners

To enhance the capacity of partners staff, FSS organized Emergency Preparedness and Response and Forecast based Financing training (FbT) to partner colleagues on 29-30 March 2022.

Total of 40 participants from 30 different organizations participated in the training.

ACAPS, AMAN, BBC Media Action, CARITAS, CBM, CNRS, CODEC, Concern Worldwide, Cristian AID, DCA, FAO, FIA, HAPS, Help Age International, ISDE Bangladesh, MSHDF, MUKTI, NACOM, NRC, PARC, Qatar Charity, RIC, SBSKS, SHUSHILAN, TWB, UNWOMEN, VSO Bangladesh, WFP, WVI, Islamic Relief)

After the training FSS shared the training materials with FSS partners.

Training materials links:

- [Day 1](#) Emergency Preparedness and Response, Communication with Communities ([Shongiog | Resources](#)), FSS, Solid Waste Management
- [Day 2](#) Anticipatory Actions with Forecast-based Financing

FSS Upcoming Training

Topic: Adaptive Agriculture

Date: Mid-May 2022

Modality: in person, 30 participants (requirement: technical agricultural background with 5-10 years of experience in agricultural activities)

FSS Field Visit Update

Joint field visit 6 April 2022

The Food Security Sector team led another planned site visit on 6 April 2022 to allow partners to take away good practices/innovative approaches with a focus on non-food item production in the host communities. The detailed plan for 6th April joint field visits are as below:

Time	Location	Activity type (e.g. handicraft production)	Organization	Implementing Partner
7:45	WFP Shaibal Luxury Cottage	Travel to Ukhiya	FSS	

8:45 – 9:45	Jaliapalong Union near Sonarpara Bazar, Ukhiya	EFSN Self-Help Group producing Nokshi Khatha	WFP	RIC
9:45- 10:15		Transit (30')		
10:15-11:00	Ali Mora, Rajapalong, Ukhiya	Training and production hub for Income generation for host community	IOM	Protyashi
11:00 - 11:15		Transit (15')		
11:15– 2:00	AAF-BRAC Centre Rajapalong, Jadimura, Ukhiya	Woman-led livelihood activities (block printing, screen printing, tailoring)	UNHCR	BRAC
12:00– 2:15		Transit (15')		
12:15– 2:50	Patabari village Rajapalong, Ukhiya	Women managed Handicraft production	DRC	DRC
12:50–13:00		Closing/wrap-up	FSS	
13:00 -14:30		Travel back to CXB		

Upcoming joint field visits:

FSS will lead another joint field visit in May 2022 and will be focus on **livestock in the Host Communities**

FSS Information Management

General Food Assistance Support

- GFA support is continuing through 21 e-voucher outlets (10 Fixed and 18 Flexible item), 12\$=1025.28 and 30% vulnerable HHs received FFC Voucher support (16 items), top-up 3\$=256.32.
- 25-30 March 2022 downtime for GFA support, because of Building Block platform upgradation.
- 20 FFC in 19 Outlet are now available with live fish and chicken.

Covid-19 risk Mitigation:

- Covid-19 compliances and risk minimization activities will be continued through the camp
- Normal EV operation has started in 3 outlets (KRC, NRC and 20Ex) (Multiple Visit to be allowed)
- Piloting on Normal E-Voucher operation in 6 outlets (MC4, KMS, 8W, BMS, JM TL, UCPR) (2nd time visit)
- **GFA Ramadan Items:** Chickpeas, Vermichilli, Lassa-Semai, Mustered Oil, Puffed-Rice, Flatted-Rice is now available in outlets as flexible items.

Reminder for FSS Reporting:

FSS information management team thanks all partners for their timely submission of their report (latest 5W and CFW & Rohingya Volunteer February 2022 information) and remind the partners about deadline of the upcoming month FSS reporting.

- FSS 5W deadline | Wednesday 6th of April 2022
- CfW/Volunteer Information deadline | Sunday, 10th April 2022

Dashboard update: FSS is still working to update FSS 5W dashboard and will be shared in April 2022

For all IMO needs please contact:

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- [Zolboo Bold-Erdene](mailto:zolboo.bold-erdene@wfp.org), zolboo.bold-erdene@wfp.org (Mobile: 01313097855)
 - [Neyamul Akhter](mailto:neamul.akhter@wfp.org), neamul.akhter@wfp.org (Mobile: 01313770424)
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Livelihood

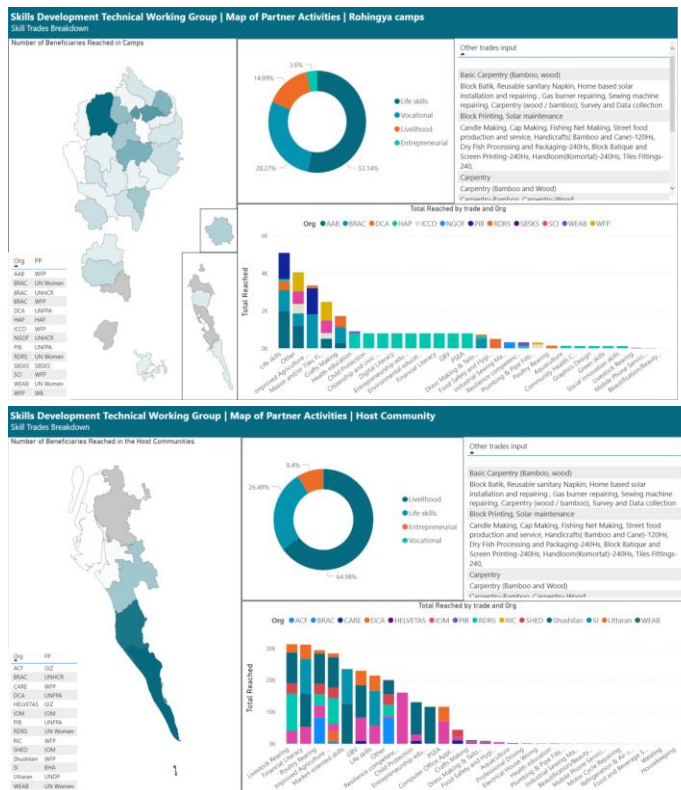
Livestock:

- The Regular monthly livestock partner's meeting for March 2022 wasn't held on 30 March due to conflicting schedule with the FSS Training: Emergency, Preparedness and Response (EPR) and Anticipatory Actions (including FbF) on 29-30 March 2022.
- Re-scheduled monthly livestock partners meeting is 27 April 2022 at 11.00 AM – 12.00 PM

Skill Development Working Group update

Skills Development Activities Mapping:

FSS IM developed an interactive dashboard for Skill Development activities mapping by using Power BI platform and shared with the SDTWG colleagues.



- First draft of interactive dashboard with map shared – but facing technical issues.
- To be circulated in FSS mailing list once resolved

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

Next SDTWG Meeting will be on Monday, **25 April 2022, 3-4pm.**

EETWG Updates

- 2022 Plantation Shapefiles received from: UNHCR-IUCN, UNHCR-CNRS, WFP-FAO-ACTED, WFP-FAO-CAID, WFP-FAO-Cordaid, WFP-FAO-CARE, IOM-FAO, IOM-FAO-ActionAid, IOM-FAO-CARE, DRC, BAT, DCA. Map under review by Site Planners and overlaps being addressed

- New Publication: 'Rohingya Refugee Camps and Forest Loss in Cox's Bazar, Bangladesh: An Inquiry Using Remote Sensing and Econometric Approaches', World Bank – UNHCR Joint Data Center, <https://openknowledge.worldbank.org/handle/10986/37053>
- Training workshop on using geospatial for improved environmental monitoring in Cox's Bazar | 13 April (14:00-16:00) | ISCG meeting room | Limited to 20 participants who have existing knowledge of geospatial and Open Street Map (OSM) and interest in monitoring
- Gender Mainstreaming Training | 9 May (full-day) | Venue to be confirmed | Limited to 25 participants, noting the training will be held in Bangla
- 2021 Plantation Assessment | mid-May
- 2022 Plantation Practical Training | Date TBC | | Open to all EETWG 2022 Plantation Partners (UNHCR, IUCN, CNRS, WFP, FAO, ACTED, CAID, Cordaid, IOM, ActionAid, CARE, DRC, BAT, DCA)

See [EETWG Newsletter](#) for all updates

Presentation:

Presentation: FAO briefly presented the Homestead Gardening Guidelines

Partner updates

- SHED: Abdul Mannan from SHED shared his organization update. SHED has started to implement a new project on enhancing income generating activities of FDMN in Bashan Char by their own organization fund. The project consists of three main components. Component one is developing the entrepreneurship and business promotion skills of existing 30 FDMN traders, component two is pilot scheme of improvised country chicken rearing covering a cluster, component three is pilot scheme of phone-based agroforestry, fish culture and BRAC clearing covering two clusters. SHED is present in Bashan Char, working with additional RRRC and CiC for selecting beneficiaries and area.
- Helvetas: EFSN project was completed last month. New project to start in camps and host community in Ukhiya and Teknaf Upazilas, project name is SHINE.
- Community Partners International (CPI): CPI is interested in donating 92 sewing machines for FSS partners who are already working in the camps. If your organization is interested in receiving sewing machines, partners are requested to fill in the request form and respond to the email (shared by FSS mailing list).
- Partners were requested to share operational updates to FSS at **info.coxsbazar@fscluster.org**

AOB

- Megumi Shuto from JICA, provided thanks to FSS for introducing her to all FSS partners during the meeting. She provided short brief on newly started new JICA project on Fishery and Livelihood Enhancement in coastal area over the Bay of Bengal
- Update on FSS files: all files from 2021 have been archived [here](#)
- Next FSS coordination meeting modality is hybrid, (in-person in ISCG conference room or online)

Upcoming events

- [FSS Bi - Weekly Coordination Meeting](#) | Tuesday 19 April 2022 from 11:00 – 12:30
- [Next SDTWG Meeting](#) | 25 April 2022 | 3:00 – 4:00 pm
- [Livestock Partners Monthly Meeting](#) | Wednesday, 27 April 2022
- [EETWG monthly meeting](#) | 10 May 2022 | 15:30-17:00