Meeting Minutes
FSS Bi-Weekly Coordination Meeting

Date: Tuesday, 28 June 2022, 11:00 a.m.– 12:30 p.m.
Location: Microsoft Teams, ISCG Meeting Room

Agenda
- FSS Updates
- Presentation:
  - WASH Sector | Compost quality assessment results
- Partners’ Updates
- AOB

Participants:
35 participants representing 21 organizations:
AAB, ACDI/VOCA, BRAC, CBM, CGIAR, CWW, ESDO, FAO, HelpAge, ICRC, IOM, IVY Japan, MUKTI, NRC, PIB, Prantic, RI, SCI, UNICEF, VSO, WFP

Find presentation slides and recording here

Action points:

<table>
<thead>
<tr>
<th>Who</th>
<th>Action</th>
<th>When</th>
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<tbody>
<tr>
<td><strong>Guidance for Upcoming Eid - Ul - Adha</strong></td>
<td>FSS shared and presented the key important highlighted guidance note for animal sacrifice during Eid ul Adha with recommendation drafted by FSS, WASH, SMSD, Health, Gender Hub and CWC.</td>
<td>30 June 2022</td>
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<tr>
<td><strong>FSS Partners Capacity Building Initiatives</strong></td>
<td>Partners Interested partners colleagues to register for the training on Integrating Nutrition in Food Security and Livelihood.</td>
<td>30 June 2022</td>
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<td></td>
<td>FSS to finalize and invite participant for the training from partners registration list</td>
<td>30 June 2022</td>
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<td>FSS to invite selected participant for the training</td>
<td>4 July 2022</td>
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<td>FSS and WFP to organize Integrating Nutrition in Food Security and Livelihood training</td>
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<td><strong>FSS Site Visit</strong></td>
<td>Partners Interested partner colleagues to register for upcoming field visit</td>
<td>3 July 2022</td>
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<td>FSS FSS to confirm and invite interested partners colleagues for the site visit</td>
<td>4 July 2022</td>
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<td>FSS FSS to organize FSS site visit on General food assistance in the camps</td>
<td>6 July 2022</td>
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<td><strong>FSS Information Management</strong></td>
<td>Partners Partners to provide NFI production of clothing items, shoes and bags in the camps information to FSS</td>
<td>30 June 2022</td>
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<td>FSS FSS to prepare mapping dashboard based on partners provided information</td>
<td>July 2022</td>
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Cox’s Bazar Food Security Sector
Shaibal Luxury Cottage, Motel Road, Cox’s Bazar Sadar, Cox’s Bazar, Bangladesh
https://fscluster.org/rohingya_crisis I coxsabar.fss@wfp.org
**FSS updates**

**ISCG Funding Gap Analysis**
ISCG received funding information from all FSS JRP partners and shared the data with FSS. Total FSS funding request for JRP 2022 was 209,734,422 USD; as of June 2022, FSS partners received total funds of 113,581,444 USD, and concrete commitments of 28,805,001 USD. 68% of appealed fund has been received and the current funding Gap is 67,347,977 USD.

**FSS Partners Capacity Building | Upcoming Training**
To enhance the capacity of partners staffs, FSS is going to organize a training on Integrating Nutrition in Food Security and Livelihood with the WFP Nutrition team on 4 July 2022. The main objective of the nutrient training is:
- To enhance understanding of nutrition, malnutrition, its causes and consequences
- To provide an understanding of nutrition-specific and nutrition-sensitive programming
- To build a common understanding of key steps of nutrition-sensitive programming, requirement, and opportunities of making programmes nutrition-sensitive

*Participants Selection Criteria:* Recommended for program managers or similar roles, total participants will be 35.

**Next FSS field visit**
FSS will organize the July field visit focusing on Food Assistance interventions in Refugee Camp (below 4 sites). Total participants for the visit are 20, So FSS requested interested partners colleagues to register their name in FSS provided site visit registration form by 3 July 2022.

- WFP-WVI | Community Kitchen in Ukhaa
- TIKA | Field Kitchen
- WFP | Maduchara Hub
- WFP-SCI | E-voucher outlet and Fresh Food Corner, Camp 4E

**GiHA WG World Environment Day event**
To celebrate World Environment Day, Gender Hub, UN women and GiHA WG organized World Environment Day event in collaboration with EETWG on 16 June 2022. The theme of the WED was "Dialogue on Resilience and Leadership of Women in Climate Change Adaptation". Government stakeholders, local women leaders from the Rohingya and host communities and climate change advocates were present for discussions during the event.

**NFI Production Mapping**
FSS will develop a map of NFI production of clothing items, shoes and bags in the camps for a collaboration with Shelter/NFI sector, to link SNFI partners with FSS partners’ products as well as to showcase the FSS partners’ activities. FSS IM team shared an excel template with FSS partners to collect information on NFI production.

**Guidance for Upcoming Eid - Ul - Adha**
FSS shared and presented the key important highlights from the guidance note on animal sacrifice during Eid ul Adha with recommendation drafted by FSS, WASH, SMSD, Health, Gender Hub and CWC.

Important highlights:
- Maintain proper hygiene – if visiting "Hat"/places where animals are sold – wear a mask, wash hands with soap/sanitizer. Do not visit if experiencing fever/cough etc.
• Animal should be healthy – before purchase or slaughter, animal should consume adequate water, be eating and defecating normally, can walk with normal gait. Do not slaughter pregnant and lactating animals.
• Animal sacrifice area should be allocated by CiCs, in safe distance from the community.
• Dig hole/gutter before animal sacrifice (1.5 meter), away from water sources (10 meters)
• Lay down clean plastic sheet to collect blood – prevent blood from spreading to other areas.
• Dispose animal remains in the hole, cover with soil then hydrated lime.
• Inform Site Management and the CiC of the buried site.

Key recommendations for Ad-hoc Food Distribution:
• 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

Recommended complementary food basket items for Eid Ul Adha
Based on Eid ul Fitor proposed food basket (developed and signed by RRRC and FSS sector) and as discussed with General Food Assistance team, FSS sector prepared and shared proposed Eid Ul Adha items during the coordination meeting. This proposed food basket was prepared considering the Eid ul Adha and to avoid overlapping with GFA July food basket. FSS team suggested to partners, when FSS partners design their relief items considering the Eid ul Adha, they can choose their relief items from the proposed list.

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<td>Chickpeas</td>
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<td>2</td>
<td>Soybean Oil</td>
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<td>3</td>
<td>Sugar</td>
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<td>Bangla Shemai</td>
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<td>5</td>
<td>Onion</td>
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<td>Hot Masala</td>
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<td>Milk Powder</td>
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<td>8</td>
<td>Garlic</td>
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<td>9</td>
<td>Ginger</td>
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<td>10</td>
<td>Potato</td>
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Livestock
FSS held a lesson learned workshop from the Livestock field visit on 31 May 2022. During the coordination meeting, FSS shared the key recommendations from the workshop and workshop materials link. Next Livestock coordination meeting will be held on: 27 July, Wednesday, 2022 at 11-12 PM

Information Management
FSS IM team shared the FSS monthly reporting requested deadline for the month of June 2022.
FSS 5W response tracker | 6 Jul 2022
CFW and Volunteer Stipend information | 6 July 2022
5W Refresher:
**Unique beneficiary:** used to identify the total unique number of households reached by a partner per location without double counting. For your primary activity with the highest coverage in the location, please indicate Yes. For secondary or additional activities with lower coverage, please indicate No.

**General Food Assistance (GFA)**
- General Food Assistance support is continuing through 21 e-voucher outlets in the camps
- 30% vulnerable HHs receiving FFC Voucher support from 20 FFC (19 Outlet).
- Since June, monthly value voucher is $13 USD (BDT 1,122.94) per person and Top-Up for FFC support remains the same amount, $3 = BDT 259.14 per person
- Covid-19 compliances and risk minimization activities will be continued with the proper guidance and supervision and all 21 outlets are following normal operations
- Multiple visits/second time visits to be allowed (especially FFC)
- July Food Basket – No Changes since June | 10 Fixed Items and 8 flexible items
- Ramadan Items - Vermichilli, Lassa-Semai will continue
- FFC | Fresh food voucher to give access to additional 18 fresh food items

**Energy and Environment Technical Working Group (EETWG)**
Fenella is on leave until mid-July, in the meantime contact:
Zolboo Bold-Erdene, FSS | zolboo.bold-erdene@wfp.org and/or
Karolina Brach, Shelter/NFI | sheltercxbCOORD@gmail.com

**EETWG Updates – Upcoming events**
Nature-based Solutions (NbS) training | Early August – details to follow
NEAT+ Practical Orientation | August – details to follow

**SDTWG**
- WG ToR is being reviewed – what has been done / what needs to be done – led by Subrata and Tamara (UNHCR)
- Minimum standards for skills development is being finalized as a guidance note. Inputs are being incorporated with available references, led by Serajul (ILO) and Aliya (NRC)
- Advocacy strategy – Key stakeholders’ meeting to discuss skills development – organized by Population Council
- Mapping exercise ongoing by IOM (skills and trainings in the camps and host community) – will be sharing findings in July
- Through the DACUM process, NRC developed Training Package and Facilitators guide, and Partners will review it for validation process.

**Presentation**
- Wash Sector shared Compost quality assessment results

**Partner Updates**
- FAO is going to distribute 17 metric ton poultry feed and 100 metric ton of Amon rice seed to beneficiaries in 4 subdistricts (Cox’sBazar Sador, Ramu, Ukhiya and Teknaf).
- Partners were requested to share operational updates to FSS at info.coxsbazar@fcluster.org

**AOB**
- Next coordination meeting will be postponed to 26 July because of Eid-UL-Adha.
- CSA training certificate are now available at FSS prefab; therefore, participants are requested to collect their CSA training certificates by getting in touch with FSS team.
- Update on FSS files: all files from 2021 have been archived [here](#)
Upcoming events

- **FSS Bi - Weekly Coordination Meeting** | Tuesday 26 July 2022 from 11:00 – 12:30
- **EETWG monthly meeting** | 5 July 2022 | 15:30-17:00
- **Next SDTWG Meeting** | 25 July 2022 | 3:00 – 4:00 pm
- **Livestock Partners Monthly Meeting** | 27 July 2022
- Training: Integrating Nutrition in Food Security and Livelihoods | 4 July 2022, full day
- Field Visit: Food Assistance in the Camps | 6 July 2022 | [Register here](#)