

**Meeting Minutes**

**FSS Bi-Weekly Coordination Meeting**

Date: Tuesday, 29 November 2022, 11:00 AM – 12:30 PM

Location: ISCG Meeting Room, Microsoft Teams

**Agenda**

- FSS and JRP 2023 Update
- Presentation: **Agricultural Infrastructure Development | WFP-CNRS**
- Presentation: **SuLMER update presentation | UNHCR-NGO Forum for Public Health**
- Partner Updates
- AOB

**Participants:**

38 participants from 27 organizations

**Online Participants (27): (20 Organizations)**

ACF, CAB, CODEC, CWW, DRC, HAP, ICNET, ICRC, IOM, IRC, JAKLEN, PIB, Prantic, RI, RIC, SCI, SHUSHILAN, UP, WFP, WVI, YPSA

**In-person participants (11): (7 Organizations)**

CNRS, EETWG, FAO, GIZ, NGO F, FSS, UNHCR

Find [presentation slides](#) and recording [here](#)

**Action Points:**

Who	Action	When
FSS upcoming event (Winter Market)		
FSS	FSS will invite interested FSS and LSDS partners to register for the Winter Market	5 December 2022
Partners	Interested FSS partners to register through FSS provided registration form for the stall during the winter market.	11 December 2022
Partners	FSS will confirm partner participation in the winter market.	12 December 2022
FSS	FSS will organize Winter Market events in December	December 2022
<b>FSS JRP 2023</b>		
Partners	FSS partners who are not part of FSS JRP 2023 as a FSS Strategic Partner will contact FSS, if their organization was not listed in the strategic partner list.	4 December 2022
FSS Information Management		
REMINDER FOR NOVEMBER 2022 FSS REPORT:		
➤ For FSS 5W response tracker report <b>FSS Response Tracker</b> ( <i>Google Sheet or Excel template</i> )		
➤ For Rohingya CfW/Volunteer Stipend information: ( <i>Excel template</i> )		

**Deadline: COB December 12th, 2022**

**For all your Information Management needs please contact:**

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- Neyamul Akhter | IMA | +8801313770424/ [neamul.akhter@wfp.org](mailto:neamul.akhter@wfp.org)

**Next FSS coordination meeting | 13 December 2022, 11:00-12:30**

## FSS updates

### FSS Joint Response Plan (JRP) 2023 Update

FSS thanks all appealing organizations for their continuous cooperation. The selected 20 project proposals were reviewed and finalized by FSS on the Humanitarian Programme Cycle (HPC) platform for the JRP 2023. (20 appealing partners' projects proposals were accepted based on the selection criteria agreed by FSS Peer Review Team). Now Inter Sector Coordination Group (ISCG) will finalize the draft JRP with endorsement from the SEG and GoB.

**FSS JRP 2023 | Partners (20):** Action Against Hunger, AMAN, Arannayk Foundation, BRAC, CAID, CF, CWW, FIA, FAO, FIVDB, Helvetas, IOM, Mukti, Oxfam, PIB, SCI, UNDP, UNHCR, WFP and WVI.

#### Partner Presence for Sectors as reflected on JRP

##### Appealing Partners:

The 20 partners who are appealing for funding through the JRP.

##### Implementing Partners:

Partners who are implementing the projects for the appealing partners. Some appealing partners have a single or multiple implementing partners, and some are self-implementing.

##### Strategic Partners:

Partners who are not appealing or implementing through the JRP but are present in the response who align with the sector strategy: non-JRP partners who have continuous engagement with FSS. FSS will make the assessment based on 5W reporting, presence in meetings and events.

Based on FSS partners reporting and partners coordination with FSS, FSS prepared below tentative Strategic partners list.

Strategic Partner Organization Name	Organization types
Danish Refugee Council	INGO
Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)	INGO
Cordaid	INGO
International Federation of Red Cross and Red Crescent Societies	INGO
Terre des Hommes	INGO
Action Aid Bangladesh	INGO
Voluntary Service Overseas	INGO
HelpAge	INGO
Bangladesh Red Crescent Society	NNGO
Prantic Unnayan Society	NNGO
NGO Forum for Public Health	NNGO
UNWOMEN	UN

## FSS Update

### Winter Market

FSS jointly with FAO and WFP and the LSDS is planning to organize Winter Market/Fair in Cox's Bazar. FSS/LSDS to invite participants.

## Information Management

### FSS Reporting

- For FSS 5W response tracker report: **FSS Response Tracker** (*Google Sheet or Excel template*)
- For Rohingya CfW/Volunteer Stipend information: (*Excel template*)

**Deadline: COB December 12th, 2022**

Considering partners request to ISCG and the different sectors, FSS is extending the regular reporting timeline to allow more time for data collection at the field level.

- For any clarifications or assistance, please do not hesitate to reach out to FSS:
  - Zolboo Bold-Erdene | Acting FSS Coordinator and IMO | +1(315)706-2820 / [zolboo.bold-erdene@wfp.org](mailto:zolboo.bold-erdene@wfp.org)
  - Neyamul Akhter | IMA | +8801313770424/ [neamul.akhter@wfp.org](mailto:neamul.akhter@wfp.org)

## General Food Assistance (GFA)

### Food assistance

- General Food Assistance (GFA) and Fresh Food Corner (FFC) support is continuing through 21 e-voucher outlets and 20 FFC in the camps respectively,
- Monthly value voucher remains at 12 USD Per person (1244.01 BDT October)
- 30% vulnerable HHs are receiving Top-Up for FFC support, 3 USD Per person (287.08 BDT)
- **November Food Basket –10 Fixed Items and 11 flexible item**
- **FFC support = 20 food items**

### WFP GFA team plan

- General Food Assistance Team will shut down two outlets: Camp 2E - Kutupalong Makeshift outlet (KMS) and Camp 26 - Mochuni EV outlet; beneficiaries will get assistance from Camp 7 and D5 outlets.
- The existing Balukhali Makeshift Outlet (BMS) in Balukhali Bazar will be shut down and will move to BMS's new outlet (under construction) in the Camp 9 football field (by end of December).

## EETWG

- 2021 Plantation Season | 91 hectares of land planted in the camps
- Partners were reminded to no cute mature trees in camps | [guidance on tree pruning](#)
- FSS partners conducting CSA and DRR/NRM to get in touch with Fenella to join EETWG ([hendersf@unhcr.org](mailto:hendersf@unhcr.org))

- Next EETWG meeting 6 December 10:30-12 in ISCG Conference Room

### Presentation:

1. Food Assistance for Asset/ Disaster Risk Reduction | Agricultural Infrastructure Development in Cox's Bazar District | WFP-CNRS
2. Sustainable Land Management & Environmental Rehabilitation (SuLMER) Project Update | UNHCR-NGO Forum

### Partners Update

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- FAO has developed a vegetable gardening and aquaculture production guideline for Bashan Char based on FAO 3 consultant's observations and findings. FAO is planning to share this draft guideline in Bashan Char coordination platform and with additional CiC.
- FAO is going to implement School Feeding program in Kudupdia Upazila in Cox's Bazar district. Total Beneficiaries will be 2000. FAO already collected primary basic information of Kudupdia sub district.
- Partners are requested to share operational updates to FSS at [info.coxsbazar@fscluster.org](mailto:info.coxsbazar@fscluster.org)

### AOB

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- FSS will organize FSS coordination meeting in person at ISCG Meeting room going forward. All FSS partners are welcome to join.
- Update on FSS files: all files from 2022 have been archived [here](#)

### Upcoming events

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- [FSS Bi - Weekly Coordination Meeting](#) | 13 December 2022 from 11:00 – 12:30 | ISCG Meeting Room
- EETWG Monthly Coordination Meeting | 6 December 2022 from 10:30 – 12:00 | ISCG Meeting Room