

Meeting Minutes

FSS Bi-Weekly Coordination Meeting

Date: Tuesday, 30 May 2023, 11:00 AM – 12:30 PM

Location: ISCG Conference Room (Coordination Hub)

Agenda

- Introductions & welcome
- FSS general Updates
- Communication Strategy on WFP GFA Ration cuts (Effective from 1st June)
- Presentation: FSS sector led Assessments final report
- Partner Updates
- AOB

Participants:

19 participants from 18 organizations and program units

AAB, BRAC, CODEC, CWW, DCA, FSS, FSC, FIA, FAO, HIS, IOM, MUKTI, OXFAM, RIC, SHUSHILAN, UNHCR, WFP – Protection, WFP – Self Reliance

Find presentation slides and meeting minutes [link here](#)

Action Points:

Who	Action	When
FOOD SECURITY SECTOR		
IMPACT ON FSS DUE TO RATION CUTS		
Partners	<ul style="list-style-type: none"> • FSS will record partners inputs regarding the impact of the food ration cuts on partners programming (where, when, # of beneficiaries, what activity etc.) 	June 2023
FSS STRATEGIC ADVISORY GROUP (SAG)		
FSS	<ul style="list-style-type: none"> • FSS will communicate respective organization for their replacement of the SAG members. 	7 June 2023
Partners	<ul style="list-style-type: none"> • Partners colleagues will provide replaced members contact to FSS after discussing with their senior management. 	15 June 2023
SOP for ER Food Assistance during Multi-Hazard Emergency Response for Rohingya Refugees in Cox's Bazar		
FSS	<ul style="list-style-type: none"> • FSS will incorporate amount of each item mentioned in Standard Operating Procedure for Emergency Rapid Food Assistance during Multi-Hazard Emergency Response for Rohingya Refugees in Cox's Bazar. • FSS/ISCG to present SOP at Inter-Sector + ROCT meetings (there may be inputs esp. from ROCT) • FSS to incorporate feedback from the ROCT (support from GFA) (Mid-End of May) • Final Draft to be shared with ISCG for RRRC endorsement 	June 2023
FSS HOMESTEAD GARDENING (WINTER AND SUMMER SESSIONS)		

FSS	FSS will invite technical partners organization for further discussion on Homestead gardening operational and technical guideline a minimum standard.	7 June 2023
Partners	Technical colleagues will participate the meeting on 7 June 2023	
FSS	Technical team will form small technical group for providing technical support to FSS	
FSS INFORMATION		
Partners	REMINDER FSS REPORT (May 2023) <ul style="list-style-type: none"> For FSS 5W response tracker (5W Guidance Note) FSS 5W response tracker (google sheets): The online FSS 5W response tracker in the March 2023 Tab only – (please note that this is a LIVE document, therefore DO NOT delete fields/rows or apply filters). <p>Or use the attached offline 5W template. <i>If using the offline template, it may be convenient for you to download the above response tracker and keep your specific organization's rows only and update the monthly tab each month with your activities' beneficiary figures.</i></p>	12 June 2023
Partners	<ul style="list-style-type: none"> For Rohingya CfW/Volunteer Stipend information: Excel template 	
For all your Information Management needs please contact: <ul style="list-style-type: none"> ➤ Neyamul Akhter IMA +8801313770424/ neamul.akhter@wfp.org 		
Next FSS coordination meeting 18 June 2023, 11:00AM – 12:30PM Location: ISCG Meeting Room (Coordination Hub)		

FSS GENERAL UPDATES

Considering FSS sector led assessment (FAO and WFP combined rapid need assessment survey report as sector lead assessment), SOP on emergency food assistance and HHs survey, FSS conducted two emergency meeting with FSS partners colleagues and FSS SAG members on 21 and 25 May 2023 respectively.

Meeting Details:

- FSS SAG ad-hoc meeting | 25 May 2023, from 2:30 to 3:30PM | WFP conference Meeting Room
- FSS | [Ad-hoc Coordination Meeting](#) | Sunday, 21 May 2023, 2:30 – 3:30 PM | Presentation slides and meeting discussion points
 - Introduction
 - Situation Update
 - Preliminary Sector assessment: Compiled WFP/FAO sector preliminary report
 - AOB

FSS FUNDING NEEDS

During the coordination meeting, FSS provided update on Rohingya Refugee Response and the Humanitarian Country Task Team issued joint [Flash Appeal](#) to respond to the damage caused by Cyclone Mocha, and to enhance preparedness and response capacity for the upcoming monsoon season.

Total USD 4 Million is required for the FSS sector to provide rapid food assistance and resilience support to the affected Rohingya and (Ukhiya and Teknaf) host community people under Cox's Bazar district. 6 JRP partners were provided funding requirement to FSS, FSS has been compiled all 6 JRP partners funding requirement for the appeal.

As per flash Appeal, A total of USD 42.16 million is required to support affected refugee and Bangladeshi communities, including USD 36.53 million under the Rohingya Refugee Response and USD 5.63 million for Bangladeshi communities in Teknaf and In Myanmar, the humanitarian community also [launched](#) a USD 333 million Flash Appeal to assist 1.6 million people affected by Cyclone Mocha.

FOOD SECURITY



FUNDING REQUIRED



USD **4.0M**

PEOPLE IN NEED (JRP)



1.27M

PEOPLE TARGETED



409,890



217,000
Rohingya Refugees



192,890⁴
Bangladeshi Host Community

Government of Bangladesh: Refugee Relief and Repatriation Commissioner (RRRC), Department of Agricultural Extension

Sector Lead Agencies: WFP and FAO

IMMEDIATE RESPONSE

Prior to and after the Cyclone, 5,589 Rohingya refugees staying in designated safe havens in the camps received emergency rations of fortified biscuits. More than 11,500 hot meals were distributed to refugees with a total of 6,221 Rohingya reached with the emergency food assistance package and 2,000 people reached with complementary dry foods. In addition, 5,601 Bangladeshi households were provided with BDT 4,100 (USD 39) each in advance of forecasted storm surge flooding, through WFP's Forecast-based Anticipatory Actions, allowing them to better prepare for its impact, and over 500 Bangladeshi households each received around BDT 5,115 (USD 48) as multipurpose cash grants in Sabrang union, Teknaf. More than 4,800 dry food packages and 600 hot meals to Bangladeshi host communities were distributed in cyclone shelters in Teknaf and Ukhiya. WFP and FAO are working together with food security partners to consolidate the sectoral needs assessment.

Standard Operating Procedure for Emergency Rapid Food Assistance during Multi-Hazard Emergency Response for Rohingya Refugees in Cox's Bazar:

FSS briefly discussed about the reviewed food basket during the coordination meeting with partners. FSS Strategic Advisory Group (SAG) members were suggested to consider few items which is more convenient for Rohingya community. As per SAG members comments and feedback, FSS reviewed and finalized the rapid food assistance SOP.

Revised Minimum standards and specifications for modalities of rapid food distribution

Assistance Type	Details	Timeline	Duration/Frequency
Fortified Biscuits (FB)	100 (50g) packets per family or equivalent	Within first 24 hours of emergency response	Repeated as needed (led by WFP for all affected persons)
Hot Meals (Lunch and Dinner)	Per individual: <ul style="list-style-type: none"> Boiled Rice (400 gm) Mixed Vegetables (200gm) Thick dal/lentils (200gm) TOTAL (800 gm) 	Lunch: 1100-1300 hrs Dinner: 1600 - 1800 hrs	Daily – begin within 24 hours of emergency and continue until access to basic provisions are restored and HHs are on e-vouchers.
Complementary Dry Foods	As recommended/ requested by refugees (Per HHs) <ul style="list-style-type: none"> Bread 2 packets (40 slices) Puffed rice (1kg) Molasses / Sugar (0.5kg) Biscuit packets (5 packets, 400 gm) Peanut (1kg) Pulse (1 kg) Chickpeas (1 kg) Flatten rice (1kg) fruit/ local fruits (depends on availability) 	Breakfast: Refugees have noted preference for early morning distributions (0800 – 1000 hrs), to suffice until hot meals distributions, and ease of carrying.	1-2 times weekly – continue until access to basic provisions are restored and HHs are on e-vouchers.

Camp or Block Wise Targeting Approach

To avoid overcrowding not just of implementing actors but of beneficiaries as well, as well as to ensure Accountability to the Affected Population, the Food Security Sector recommends implementing actors to plan for rapid food distribution targeting entire camps or entire camp blocks as capacity allows, for at least 1 full day of hot meals – lunch and dinner hot meals for all affected individuals in the camp or camp block.

Communication Strategy on WFP GFA Ration cuts (Effective from 1st June)

- Rations will be reduced again for all Rohingya refugees in Cox's Bazar starting June 1, from 10USD to 8USD per person per month.

During the coordination meeting, FSS briefly discussed on Communication Strategy on WFP GFA Ration cuts (Effective from 1st June). RIC/CODEC and other partners colleagues were shared their field experience to dissemination of communication messages, how they are dealing with the massaging, communicating with the beneficiaries etc. BBC media is preparing audio sensitizing massaging considering upcoming ration cuts.

FSS also discussed and shared key points from the ISCG circulated [Common messaging to the Rohingya refugee community on adjustments in assistance](#) on 25 May 2023. WFP revised key messages for GFA entitlement decrease both bangla and English find below

- WFP | Bangla | [Revised | Key Messages for GFA Entitlement Decrease](#)
- WFP | Revised | [Key Messages for GFA Entitlement Decrease \(2nd ration cut\)](#)

Note: General food assistance (GFA) information dissemination for the Rohingya community should be coordinated with the WFP GFA Team (@Rokibul ALAM, Head of GFA in cc) – as a note for the CwC Working Group. However, if direct engagement is needed, it's important that we stick to common messaging (Revised key Messages document) to avoid any confusion, prevent rumors, and reduce any security risks

Hotlines:

- WFP- 08 000 999 777. It is toll-free and available 24 hours a day, 7 days a week.
- UNHCR- 16670. It is toll-free and available everyday from 8am – 10pm.
- WFP Partners/ Help desk – you can approach the staff working in all outlets to share your concerns, complaints and feedback at the help desk in the outlets.
- Nutrition centers – you can approach staff on site or helpdesk to share your complaints and feedback.
- Information hubs/Complaints and Feedback Centres - The centers are operated by different humanitarian organizations and camp management agencies. You can access these centers anytime during the week to provide feedback related to any issues.

FSS Strategic Advisory Group (SAG)

FSS will revised the SAG members list, as few SAG members were turnover from the organization. For this, FSS will communicate respective organization for their replacement of the SAG members.

Homestead Gardening [Operational and Technical Guideline and Minimum Standards](#)

As agreed by the coordination meeting participants, FSS will create a small technical group by the technical expertise colleagues. After that FSS will invite for a meeting with technical team on Wednesday, 7 June 2023, and during this meeting, technical team will prepare plan for developing homestead gardening operational and technical guideline and minimum standards.

INFORMATION MANAGEMENT

Firstly, FSS thanks all FSS partners colleagues for their timely submission of month report both Response 5W tracker and CFW/Rohingya volunteer data to FSS. Then remind for the month of May report, deadline is 12 June 2023.

FSS Reporting Deadline | 12 June 2023

- For FSS 5W response tracker ([5W Guidance Note](#))
 - [FSS 5W response tracker \(google sheets\)](#): The online FSS 5W response tracker in the March 2023 Tab only – (please note that this is a LIVE document and protected, therefore DO NOT try to delete fields/rows or apply filters).
 - Or the attached offline 5W template. *If using the offline template, it may be convenient for you to download the above response tracker and keep your specific organization's rows only and update the monthly tab each month with your activities' beneficiary figures.*

For any IM support, please do not hesitate to reach out to FSS:

- Neyamul Akhter | IMA | +8801313770424 | neamul.akhter@wfp.org

FSS Presentation: Food Security Sector Assessment (Combined FAO and WFP rapid assessment report as sector lead assessment report)

Partners' Update

FAO

FAO inaugurated an Agent Banking outlet in the Tulatalu Aggregation Centre at Ukhiya Upazila with the support of Bank Asia on the 25 May 2023. The main objectives of agent banking are to – to bring the un-bank farmers to financial inclusion through digitalization banking channels. In this system, farmers could open bank accounts and start savings. Farmers can sell agricultural products in the center and cash will be deposited in their bank account; this will be a cashless transaction and each farmer will get a debit card. In the future, they will be qualified to take the agriculture seasonal loan. The other

collaborator e-farmers, Dhaka also provided support to the Aggregation Center for establishing an agent banking system in the community level. In the inauguration session, the chief guest was Robert D Simpson, FAOR and the special guests were Joy Galvez, HOSO of FAO Cox's Bazar, Mr. Zakir Hossain, head of Bank Asia and Mr. Zahid Hossain, e-farmers, Dhaka.

OXFAM

Oxfam have responded pre, during and post MOCHA cyclone

Pre MOCHA cyclone response:

Oxfam have provided Multi-purpose cash on 138 HHs and individual HHs have got 4500 BDT at 9 number ward of Sabrang union under Teknaf Upazila.

During MOCHA cyclone response:

Oxfam provided Dry food packages on 200 HHs at 9 number ward of Sabrang union under Teknaf Upazila.

Post MOCHA cyclone response:

Oxfam have provided Multi-purpose cash on 179 HHs and individual HHs have got 5500 BDT at 9 number ward and 42 HHs have got 5500 BDT at 6 Number ward of Sabrang union under Teknaf Upazila.

And Oxfam are working & planning at Saint Martin Island,

1. As per recommendation of Deputy commissioner and UNO of Teknaf upazila we will provide multi-purpose cash grant another 11000 BDT among 200 HHs approximately those who are mostly affected, and shelter has fully damaged
2. And also, we are planning to provide Multi-purpose cash grant another 600 HHs (Tentative) and they will get 5500 BDT

Note: Money will be transferred through Mobile Money Transfer (MMT) company.

WFP

- Training on Home gardening: 20,000 person from Rohingya households
- Agriculture inputs distribution: 10,000 Rohingya households

Input types:

- Seeds 5 types (bottle gourd, sweet gourd, snake gourd, bitter gourd, snake gourd)
- Muli bamboo 10 piece
- Vermi compost/Organic manure 20 kg
- Watering can 1 piece
- Fencing net 1 set, rope half kg
- Sack bag 5 piece
- Training on pond fish aquaculture: 300 Rohingya Households
- Partners are welcome to share operational updates to FSS at info.coxsbazar@fsccluster.org or coxsbazar.fss.wfp.org

AOB

- FSS is planning to create technical working group.
- Update on FSS files: all files from 2022 have been archived [here](#)

Upcoming events

- **FSS Bi - Weekly Coordination Meeting** | 18 June 2023, 11:00AM – 12:30PM | ISCG Meeting Room (Coordination Hub)