



**Minutes of the Food Security Sector Coordination Meeting –  
October 2, 2018, 10:00 a.m. at ISCG Meeting Room**

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**Agenda**

1. Round table introduction and updates from partners
2. Recap of the previous meeting
3. Discussion on how to move the sector forward
4. Updates from the ISCG
  - a. 2019 planning
  - b. Site planning & governance
  - c. Multisector needs assessment – led by REACH for host communities
  - d. Camp sector focal point
  - e. Market monitoring report
  - f. Priority list
5. Operationalising the cyclone preparedness plan
6. AoB

**Proceedings**

1. Partners in attendance gave a brief of food security activities implementing
2. Recap of the previous meeting. Two action points
  - i) Cyclone preparedness – it was agreed that the partners with contingency plans meet to revise the monsoon/cyclone plan. The group met on 18<sup>th</sup> and updated the plan. TiKA and ICRC were not represented, however; ICRC shared their plan via email.
  - ii) Strategic Advisory Group (SAG) met on the same day (18<sup>th</sup>) and revised the categorization of activities for ease of reporting. Revised data tool to be discussed in the next livelihood technical working group meeting.
3. Sector improvements needed:
  - i) Corporation in data (4Ws) reporting by all actors
  - ii) Joint advocacy for livelihoods refugees at strategic level. Advocacy paper has been developed (to be further discussed at LTWG meeting on Thursday 4<sup>th</sup> October)
  - iii) To increase participation of NGOs - suggestions: personal invitations to NGOs heads, proximity of meetings in Ukhia for example, advocacy by INGOs and UN partners with their NGO counterparts, ensure relevance of agenda
  - iv) Trainings for NGOs for capacity development on FSS tools such as indicators, warehouse management and supply chain (WFP could organise?). Personal contact with 6 NGO partners to ascertain what they need/want in terms of training
  - v) Inputs needed from FSS members to meeting agendas to ensure the meetings are useful and participated more actively.
    - a. suggestion: include 4W presentation, lessons learnt, achievements, challenges etc. during which partners can present and share with the wider group - FSS to provide info as to minimum inclusions and the theme of presentations. Save the children will do a presentation in the next meeting.
4. Review of proposed timeline for 2019 planning (Stella to share docs). A workshop to be held on Tuesday 9<sup>th</sup> to discuss guideline on; Updated needs analysis, Sector PIN and targets, Sector objectives and key activities, indicative budget requirement for 2019 next week strategic sector meeting to be held (Stella to share organise).

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Partners to develop projects which will be reviewed by a committee (to be formed), and approved by sector and then uploaded in the OPS by end of November (Stella to circulate guidelines/templates). Partners to be supported by the sector

5. Site planning is and governance restructuring is ongoing - coordination on planning which needs coordinates of activities and sites be submitted by partners (draft document shared by site management sector to be circulated by Stella)
6. REACH multi sector needs assessment (MSNA) - FSS to provide indicators to REACH - TOR of needs assessment to be circulated to FSS partners by Stella together with existing sector indicators, proposed new ones - to be finally endorsed during workshop next week.
7. CiC have requested for a sector focal point at camp level- to be discussed further at camp level
8. Marketing monitoring report – link shared already by Stella
9. Priority list - FD7 approval process is lengthy - priority list aimed at facilitating faster approval was shared by sectors with RRRC who, however; came back and asked for targets. Concerns about sharing with RRRC as this may lead to them not approving FD6 and 7 for beyond targeted numbers indicated - further discussion needed with ISCG
10. Operationalisation of preparedness plan: small group discussed the contingency plan, the group will discuss operationalization and coordination with the other sectors.
11. AOB – Request for information on fresh food voucher (FFV) partner’s activities. (Stella to share minutes from last meeting of the FFV technical working group).