MINUTES OF CLUSTER COORDINATION MEETING

Date: 8th March 2016
Venue: FAO Office, Sana’a
Time: 11:00 am

Agenda:

1. Introductions
2. Review of last meeting minutes and action points
3. Yemen Humanitarian hubs and status of FSAC Sub-National Cluster Coordination
4. Cluster reporting timelines and response products
5. Multi-sector cash transfer programming – Updates by CMTWG coordinator
6. Eligibility of partners to the Yemen Humanitarian Pooled Fund (YHPF)
7. AOB

➢ Upcoming gender training

1. Introductions
All FSAC partners present did a round of introduction.

2. Review of last meeting minutes and action points
Minutes of last meeting were reviewed and endorsed.

3. Humanitarian hubs and status of FSAC Sub-National Cluster Coordination
➢ FSAC coordination revolves around the six humanitarian hubs that have been created by the HCT for more effective and coordinated response to L3 level of emergency currently in place within the country. Each two hubs are coordinated by a dedicated facilitator.
➢ The six humanitarian hubs are:
   i. Sana’a Hub: Amanat Al Asimah, Sana’a, Dhamar, Al Bayda, Marib and Amran
   ii. Sa’ada Hub: Sa’ada and Al-Jawf governorates.
   iv. Taiz Hub: Taiz and Ibb governorates. An FSAC facilitator is dedicated to these two hubs and based in Hudeidah.
   vi. Al-Mukalla Hub: Hadramout governorate. An FSAC facilitator is coordinating these two hubs though from Sana’a due to security constraints.
An FSAC facilitator will be responsible for two humanitarian hubs thus ensuring country-wide FSAC coverage especially considering the fact that the cluster is responsible for over half of the whole humanitarian response in Yemen.

Currently FSAC has a facilitator covering the Al Hudaydah and Taizz hubs; An FSAC facilitator is coordinating the Aden and Al-Mukalla hubs from Sana’a due to security constraints. Nonetheless, WFP (one of the cluster leads) and ADRA (the sub-cluster Co-chair are physical present in Aden and assisting with direct coordination with both the authorities and partners.

The Sana’a and Sa’ada hubs sub-cluster facilitator recruitment is currently ongoing and should be complete within the coming 3 months.

Al-Mahra and Socotra governorates are not included in the hubs because they were classified as being in stressed phase (June 2015 IPC analysis). The IPC results were one of the main determining factors utilized by the HCT in developing the country humanitarian response plan. That notwithstanding, FSAC and other clusters still coordinate response within the two governorates as demonstrated by the Cyclone response (Chapala and Megh) in both governorates towards the end of last year.

4. Cluster reporting timelines and response products

Cluster partners will now be reporting our previous month’s achievements by COB, 8th of every month (e.g. March reports by the 8th of April; April reports by the 8th of May etc.). This will give partners a predictable and consistent reporting timeframe every month, which in turn will give them enough time to collect all relevant data from the field and/or implementing partners.

On the other hand it will give the cluster ample time to consolidate all FSAC partners’ inputs for onward submission to OCHA by the 10th of every month.

FSAC will be sending reporting reminders to partners every 1st and 5th of the month.

The cluster will be publishing 3/4Ws, and response and gap analysis maps on the 15th of every month. The maps will detail district level response and gaps emanating from the previous month’s activities enabling better coordination, avoidance of any overlaps, and a more effective response geared towards meeting vulnerable populations’ needs.

All partners are kindly requested to report within the stipulated deadline so that the FSAC products accurately reflect all food security and agriculture related response countrywide.

5. Multi-sector cash transfer programming – Updates by CMTWG coordinator

The Cash and Markets Technical Working Group Coordinator updated cluster partners on the latest developments related to cash and/or voucher programming.

The group partners are working to move toward multi-sectoral and cross cutting cash and vouchers programming in different sectors, not only food security.

Calculations and discussions of the minimum expenditure basket for each cluster are under development and will be shared with partners in due course.

There was a great emphasis on the need to undertake feasibility studies, market assessments, risk analysis, financial services provider mapping, and harmony and agreement amongst partners before designing any cash or voucher related intervention. This is important considering that multi-sector cash transfer programming is a relatively new field within Yemen which is a complex country with many intricacies.
6. Eligibility of partners to the Yemen Humanitarian Pooled Fund (YHPF)

- The cluster reiterated the importance of partners passing the due diligence by OCHA in order to be eligible for the Humanitarian Pooled Funds allocations.
- OCHA’s humanitarian Financing Unit gave a breakdown of the due diligence and capacity assessment status as follows:
  - 41 complete NGO applications received (22 INGO / 19 NNGO)
  - 39 Capacity Assessments completed (22 INGOs / 17 NNGOs) - 33 eligible (22 INGO / 11 NNGO) and 6 not eligible (6 NNGOs)
  - 37 NGOs have yet to provide OCHA HFU with the required documentation to carry out the capacity assessment despite several reminders.
- Partners with pending applications were requested and encouraged to kindly provide all required documentation, and follow all guidelines and instructions for a successful application.

7. AOB

- **Upcoming gender training:** The FSAC focal points for gender (Elham Hassan - Arkan Organization, Ahmed Afif - YWEF, and Awfa Al-Na’ami - NFDHR) updated the partners on the upcoming gender training scheduled for Monday 14th of March 2016 at FAO Offices in Sana’a. It was tentatively planned for 3 hours but the time would be extended to cater for the many dimensions of gender within FSAC related response. An invitation with specific details for the training has already been circulated to all partners.
- **Clarification between FSAC and Early Recovery Livelihoods Activities:** Some FSAC partners raised concerns over the potential overlap between the FSAC and Early Recovery Cluster livelihoods activities, especially in the South. A clarification regarding the mandate of FSAC and Early Recovery was made as follows:
  - i. FSAC’s mandate is all Agricultural related livelihoods while Early recovery’s mandate is all non-Agricultural related livelihoods.
  - ii. The Agricultural related livelihoods under the FSAC mandate include:
    - *Crop production* - food and cash crops e.g. fruits, vegetables, cereals, pulses etc.
    - *Horticulture* (including greenhouse and ornamental farming)
    - *Livestock production* (including beekeeping)
    - *Fisheries / Aquaculture*
    - *Forestry*
    - *Agri-businesses/ Agro-processing* – sesame oil pressing, cheese production, seed multiplication, agro-chemicals, farm tools and machinery etc.

- Partners were kindly requested to report all Agricultural related livelihoods activities to FSAC accordingly.

Send all updates and comments to FSAC Coordinator Gordon Dudi <Gordon.Dudi@fao.org> and FSAC Facilitator for the Aden and Mukalla Hubs Farouk Al-Salihi <Farouk.AlSalahi@fao.org>.