

MINUTES OF THE BORNO FOOD SECURITY SECTOR WORKING GROUP MEETING

Location: Borno State Ministry of Agriculture and Natural Resources (MANR), Conference Room

Date: July 17th, 2018

Time: 10:05 am – 12:20 pm

AGENDA

1. Welcome, Opening Remarks and Round of introductions (5 min)
2. Review of action points and approval of minutes of the previous meeting (5 min)
3. Introducing Gender with Age Marker (15 min)
4. Discussion on Community Engagement and Complaint & Feedback Mechanisms, facilitated by IOM (25 min)
5. Sector updates
 - Key situation updates (10 min)
 - Updates from Rainy Season Task Force (5 min)
 - Updates from Targeting Task Force (10 min)
 - Updates from the Gender/GBV/Protection/PSEA one-day training for FSS Borno partners (5 min)
6. Partner updates (10 min)
7. AOB (5 min)

SUMMARY OF ACTION POINTS

1. CCCM/S-NFI Sector to share the list of camp manager/focal points with relevant FSS partners through FSS
2. FSS to share the return/relocation policy framework document.
3. SALIENT to have a bilateral meeting with CCCM on their wet-feeding intervention in Ngala.
4. WFP to share their final revised targeting SOP with partners through the sector.
5. FAO to present its value chain study on crops and vegetables.
6. WFP to present their third-party monitoring (TPM) findings
7. FSS to update partners on the joint food security and nutrition action plan.
8. FSS to follow up with WFP and NEMA on food assistance at Farm Center.
9. FSS to share note for record of the targeting taskforce meeting on 12 July.
10. FSS to share the revised “Linking Cooking Energy and Food Security” guidance notes and last harmonization/targeting task force meeting notes.
11. FSS to reach out to AAP Working Group to support partners’ feedback & complaint mechanism harmonization.
12. FSS to share the presentation on Gender with Age Marker by FAO.
13. FSS to share the presentation on Community Engagement and Complaint & Feedback Mechanisms by IOM and related resources.
14. FSS to follow up with IOM-CCCM on the percentage of feedback loop that has been closed.
15. FSS, together with CCCM/S-NFI Sector to follow up with PCNI/SEMA/NEMA on possible condiment and cooking fuel provision support.

No	PROCEEDING	ACTION POINTS
1	Welcome, Opening Remarks and Round of introductions <ul style="list-style-type: none"> • The meeting commenced at 10:05 pm and followed by self-introductions. • 34 partners were in attendance, 51 individuals (17 Females & 34 Males) • The meeting was chaired by Representative of the Permanent Secretary, (M.O.A) 	

	<ul style="list-style-type: none"> Co-chairing: The Sector Coordinator 	
2	<p>Review of action points and approval of minutes of the previous</p> <ol style="list-style-type: none"> 1. CCCM/S-NFI Sector to share the list of camp manager/focal points with relevant FSS partners through FSS – Pending 2. NEMA, SEMA, and PCNI to regular attend FSS meetings to share any issues that they may have for follow-up/clarification. - Ongoing 3. FSS to organize a dedicated session on CwC. – DONE 4. FSS to share SALIENT’s wet feeding presentation – DONE 5. FSS to share AAH’s RESILAC presentation – DONE 6. FSS to share the return/relocation policy framework document. – Pending 7. FSS to clarify/brief SEMA on partner presence. - DONE 8. FSS to follow up with NEMA on the issues raised. - Ongoing 9. SALIENT to have a bilateral meeting with CCCM on their wet-feeding intervention in Ngala. - Pending 10. WFP to share their final revised targeting SOP with partners through the sector. – Pending 11. FSS to reconvene the Targeting Task Force. – DONE 12. FSS to share the revised “Linking Cooking Energy and Food Security” guidance notes and last harmonization/targeting task force meeting notes. – Ongoing 13. FAO to present its value chain study on crops and vegetables. - Pending 14. WFP to present their third-party monitoring (TPM) findings – Pending 15. FSS to update partners on the joint food security and nutrition action plan. – Ongoing <p>Invitation basis - more than 25 organizations, including Gov., NNGOs, INGOs, UN agencies and targeting organizations that work in multi-sectoral response from various sectors + Coordinators of Protection, GBV, Child Protection Sub-Sector, Early Recovery, FS, Health, Nutrition, WASH Sectors, CWG, and OCHA.</p> <p>The FSS will be represented in this training by Sector Coordinator and representatives from WFP, FAO, CRS, Oxfam, MC and MoA.</p> <ol style="list-style-type: none"> 16. FSS to share the resource mobilization documents for rainy season contingency plan and extended military operation response plan. - DONE <ul style="list-style-type: none"> Adoption: After the review, the minutes of the meeting for the 3rd July was approved. 	<p>All pending items will form the action points for the next meeting.</p>
3	<p>Introducing Gender with Age Marker, led by FSS Gender and Protection Advisor (FAO)</p> <ul style="list-style-type: none"> The presentation introduced partners about the IASC Gender with Age Marker (GAM), and how gender and age-related differences should be addressed in humanitarian program cycle. To enhance the quality and consistency of gender equality programming, gender analysis with the inclusion of age is highlighted. A monitoring phase is added so that measures could be assessed at both design and implementation. <p>Please find the link to the presentation here: http://fscluster.org/nigeria/document/iasc-gender-age-marker-gam-presentation</p> <p>Questions, Comments & Suggestions:</p>	<p>Sector to share the presentation on GAM.</p>

	<ul style="list-style-type: none">Protection being very key and critical. It is important for us to improve the referral/reporting pathway and advocate for harmonized communication i.e. one hotline number to call.Most partners are learning by doing but the complaint mechanism is improving overall. The goal will be to have an inter-agency compliant mechanism in place.The comment on how we can improve on the reporting on misconduct specifically backing it up with data was raised. -> The PSEA taskforce is in place while this is still working in progress.GAM will be mandatory for 2019 humanitarian program cycle (including HRP, NHF, etc.) Partners are encouraged to use the GAM tool to score their current project to familiarize themselves with the tool. Please find the link to GAM website here: https://iascgenderwithagemarker.com/																	
4	<p>Discussion on Community Engagement and Complaint & Feedback Mechanisms, led IOM</p> <ul style="list-style-type: none">IOM CCCM presented its complaint and feedback mechanism and other community engagement tools/methods. Please find the link to the presentation here: http://fscluster.org/nigeria/document/feedback-mechanism-cccmiom-presentation <p>Questions, Comments & Suggestion:</p> <ul style="list-style-type: none">We need to ensure that staff sits at the complaint and feedback mechanism (CFM) desk don't have conflict of interest.The piloting voice recorders are intended to address the aforementioned concerns as well as the literacy gap. It is powered by batteries, accessible at any time and are located at private places for confidential reasons. They are secured and cannot be tampered with.Regarding the percentage of the feedback loop that we have closed, IOM will look into it and share available information with the Sector.The current IOM CFM is only in camp-setting, not in host communities. Reference document from Global CCCM Cluster: Urban Displacement and Outside of Camp Desk Review (2014).There are information board showing CFM pathways posted in the camps.Regarding how camp management teams manage/ tackle the literacy gap in the camps, with staff stationed at the complaint/feedback/information desk + also with the introduction of voice recorders.	<p>FSS to share the presentation on Community Engagement and Complaint & Feedback Mechanisms by IOM and related resources</p> <p>FSS to reach out to AAP Working Group to support partners' feedback & complaint mechanism harmonization.</p> <p>FSS to follow up with IOM-CCCM on the percentage of feedback loop that has been closed</p>																
5	<p>SECTOR UPDATES</p> <p style="text-align: center;">Key Operational Updates</p> <p>Food Provision at Reception Center</p> <p>To jointly synchronized the efforts of all sectors and ensure smooth functioning of the reception centers and chart out the next steps. Please find below the nine reception centers that have been/being established and the corresponding FS partners' presence:</p> <table><tr><th>Reception Center</th><th>LGA</th><th>Reception Center managing agency</th><th>FSS Partner's Name</th></tr><tr><td>Jere</td><td>Jere</td><td>ACTED</td><td>NA</td></tr><tr><td>Mafa</td><td>Mafa</td><td>ACTED</td><td>WFP/DRC</td></tr><tr><td>Dikwa</td><td>Dikwa</td><td>IOM</td><td>WFP/Caid</td></tr></table>	Reception Center	LGA	Reception Center managing agency	FSS Partner's Name	Jere	Jere	ACTED	NA	Mafa	Mafa	ACTED	WFP/DRC	Dikwa	Dikwa	IOM	WFP/Caid	<p>FSS, together with CCCM/S-NFI Sector to follow up with PCNI/SEMA/NEMA on possible condiment and cooking fuel provision support.</p>
Reception Center	LGA	Reception Center managing agency	FSS Partner's Name															
Jere	Jere	ACTED	NA															
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Dikwa	Dikwa	IOM	WFP/Caid															

Monguno	Monguno	INTERSOS	WFP/Caid
Pulka	Gwoza	IOM	WFP/SWNI
Nganzai	Nganzai	IOM	TBC
Ngala	Ngala	UNHCR	WFP/DRC
Rann	Kala/Balge	IOM	WFP/CARE
Bama	Bama	IOM	WFP/DRC

There are still key issues that the various sectors and partners need to iron out:

1. If the facilities can cope with the sudden influx of new arrivals?
2. How do we handle the issues of people coming at night?
3. Communal cooking space
4. Cooking fuel – The Sector kindly asking PCNI/SEMA/NEMA for support if possible
5. Condiments – The Sector kindly asking PCNI/SEMA/NEMA for support if possible
6. NFIs – Communities cook for themselves
7. Milling facilities or alternative food items.
8. Clean water provision

Possible Operational modalities for hard-to-reach areas

ISWG is looking at possible operational modalities to respond in hard-to-reach areas. It was noted that this process must be in line with the Access Strategy, and that we should look to optimize existing mechanisms that have outreach to some hard-to-reach areas, including with FAO extension workers, WHO hard-to-reach teams, DTM enumerators, and Polio teams. To map out the areas covered by above existing outreach, OCHA is overlaying the available data to come up with a map and analysis.

Returns/ Relocations situation:

Following the decision made by members at the High-Level Task Force HLTF meeting chaired by H.E Deputy Governor held on the 12th July 2018 to activate the Return Task Force (RTF). The RTF meeting, chaired by the MRRR Commissioner, is slated for Wednesday 18th July 2018. The RTF ToR will be reviewed with the following main roles/responsibilities:

- Development of a comprehensive returns strategy and plan of action for Borno State, clearly defining the role of Borno State Government and the international community (UN and INGOs), owned and led by the Government of Nigeria (GoN) with contributions and support of the international community and other key stakeholders.
- This strategy contributes to the overall Federal Government of Nigeria Strategy on Returns under PCNI management.
- Report to the High Level Task Force Chaired by the Deputy Governor and provide regular updates and reports on the return process and the returns strategy implementation.
- Review of the Operational Standards for Relocation of IDPs in Newly Accessible Areas document, with a review of updating it to suite the current on return.
- Development of a work plan for the return process which takes into consideration information campaign, coordination, logistics and assessment on areas of return.

- Work in liaison with all relevant stakeholders, i.e. Nigeria military, local authorities, Government line Ministries, humanitarian actors to coordinate a sustainable basic service delivery (including Shelter, WASH, health and protection services) as well as food and non-food items distribution in areas of return.
- Collaborate with sectors and other stakeholders to ensure setting of and respecting humanitarian standards at all stages of the process;
- Develop messaging and clear communication lines with IDPs for the purpose of information sharing and coordination on the relocation process. Information sharing should include and not be limited to availability of services, security, mine risk education, etc.
- Develop a monitoring framework to measure the progress on access and provision of basic services, including risk education, resilience building, strengthening civil authority, promote self-reliance and restoration of social cohesion for reintegration and peace building.
- Development of monitoring framework for humanitarian and development, peace nexus
- Any other duties that may be assign to the RTF by the HLTF with regards returns

Updates from Rainy Season Task Force

- The meeting highlighted major issues from various partners updates, this was rounded up by the presentation/discussion on Oxfam experience on beneficiary targeting for Agriculture & Livelihood Activities, its recommendations and Lessons Learned. Partners share their experience in beneficiary targeting.
- Key highlights/areas for improvement from the TF meeting include:
 - Community sensitization /CwC
 - Inclusion or engagement of youths in our programming
 - Late in distribution (crop seeds in particular)
 - Follow-up distribution with training, monitoring and use of extension services
 - Do No Harm – Avoid distributing crop seeds that may put communities’ safety at risk
 - Beneficiary targeting for Agriculture & Livelihood Activities – community sensitization, community committees and use of FS technical indicators
 - Urban/Micro/Kitchen/Backyard gardening to be discussed in TF meeting.

FSS to share note for record of the targeting taskforce meeting on 12 July.

Updates from Targeting Task Force meeting

The Sector reactivated the Targeting Taskforce to revise the sector targeting guidance notes. The TF members reviewed the document highlighting crucial issues from lessons learned and areas in which the sector need to improve on. Issues include:

- Community engagement and sensitization
- Glossary of technical terminology (survey, census, registration....)
- Addressing the issue of new arrivals and population movement
- Recommended use of IOM/DTM bio-metric data where possible
- Data protection and beneficiary consent prior to data sharing
- Linkage and collaboration with Govt. and other non-FSS stakeholders
- Minimum standard of targeting criteria (recommendation)

	<p>Updates from the Gender/GBV/Protection/PSEA one-day training for FSS Borno partners.</p> <p>The key recommendations /areas for actions from the training were:</p> <ul style="list-style-type: none"> • Referral pathways for GBV and Child Protection cases. • Protection questions in post distribution monitoring activities. • PSEA focal point within FSS member organizations. • Code of Conduct template and IEC materials on SEA Do's and Don'ts. • Contextualized guidance on Child Protection in the context of NE Nigeria. • Guidance on Complaint and Feedback Mechanism. <p>The training will also be held in Adamawa and Yobe in the coming weeks. Details will be shared once it is confirmed.</p>	
6	<p>PARTNERS UPDATES</p> <p>General Communique from Oxfam on its program closure in NE Nigeria</p> <ul style="list-style-type: none"> • Oxfam is closing its administrative office in Maiduguri and operating base in Pulka after a two-year operation. Oxfam has been scaling-back this humanitarian program specifically in Damboa and Gwoza for the past few months. Oxfam's long-term development programs throughout the rest of Nigeria will continue as normal, as will its humanitarian responses in neighboring Chad and Niger. • Whilst Oxfam are currently developing their operational closure plans and aim to have these done by August 2018. Key to this process will be engagement with the various sectors to ensure that humanitarian partners will be in a position to continue providing support to the communities with which we are working. • Oxfam has already started discussions with sectors and partners to see how other partners could take over activities they are currently implementing and will continue engaging with their humanitarian partners during this transition. • In addition, Oxfam is ready to provide technical support and assistance if any FSS partners are interested. • The General Communique is shared with all through the sector: <div data-bbox="240 1402 305 1459" data-label="Image"> </div> <p>Oxfam Communique to hu</p> <p>NEMA:</p> <ul style="list-style-type: none"> • NEMA food distribution for July commenced today, 17 July. • NEMA clarified that there was no June cycle of NEMA distribution as the May cycle ended in June. • NEMA requested the sector to facilitate and coordinate their request to WFP on phasing out from Farm center (where NEMA is responding) and taking Custom House into consideration. -> The Sector updated that the discussion between WFP, NEMA and FSS is ongoing. WFP in response provided an update as regards the request stating that there was a meeting with NEMA where the issue was discussed and agreed but it 	<p>FSS to follow up with WFP and NEMA on food assistance at Farm Center.</p>

	<p>is being reviewed by WFP management. The final update will be provided to NEMA soon.</p> <ul style="list-style-type: none"> NEMA received complaints from Ngala LGAs on food gaps and reduced rations. -> WFP/DRC in response stated that there were issues of multiple ration cards with beneficiaries and to address this issues in partnership with IOM. This reduced the number of beneficiaries from 81,000 to 51,000 individuals. In achieving this process proper sensitization was done for 3 months and biometric registration was extended and it is still ongoing. Beneficiaries are receiving full rations. It important to state that the resistance of some beneficiaries to biometric registration as they do not want to lose their duplicated ration cards. 	
7	<p>ANY OTHER BUSINESS</p> <p>Bereavement of Mr. Christopher Unokiwedi Okonjo/late National CH Coordinator on 08 July</p> <ul style="list-style-type: none"> The Sector and indeed the Cadre Harmonize loss their National CH Coordinator, Mr. Okonjo Christopher, after a brief illness at the age of 62 years old. The sector and partners expressed sincere condolences to the CH team, FAO, NPFS colleagues and members of Mr. Okonjo's family for this loss. 	
8	<p>CLOSING</p> <ul style="list-style-type: none"> In the absence of any other business, the meeting was adjourned at 12:20pm. The next meeting will take place on 03 August (Friday), 10am to avoid schedule conflict with the inter-sector training for nutrition-sensitive outcomes from 31 July – 02 August. 	

IN ATTENDANCE: 34 PARTNERS, 51 INDIVIDUALS (17 FEMALES & 34 MALES)

Government/UN/Donors/Others	INGOs	NGOs
1. M.O.A (Borno)	1. INGO Forum	1. MCRDF
2. NEMA	2. ADRA	2. YIPDI
3. BOCCIMA	3. OXFAM	3. GERI
4. FAO	4. CRS	4. SWNI
5. WFP	5. SCI	5. IAF
6. CCCM /Shelter-NFI	6. NRC	6. LPF
7. NIRSAL	7. CAID	7. CARE International
	8. ZOA	8. POVAVI
	9. INTERSOS	9. VSF
	10. ACTED	10. LETSAI
	11. SI	11. LABDI
	12. DRC	
	13. IRC	
	14. CARITAS	
	15. SIF	
	16. CRUDAN/TEARFUND	