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| **Basic Needs Working Group** |
| **Amman - Jordan** |

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| Meeting Location | Virtual meeting  | Meeting Date | 6th April 2020 |
| Co-Chairs | Elizabeth Barnhart (UNHCR)**Katherine Smalley (IOM)** | Meeting Time |  14:00 – 15:00 hrs. |
| Minutes Prepared by | Saud Al-sakr (UNHCR) |
| Purpose of Meeting | Basic Needs Monthly Meeting |
| Agencies attending | ICMC, Caritas Jordan, IOM ,NICCOD, MEDAIR,TDH Italy ,UNHCR,UNICEF , CRP, WFP,CARE,and CALP. |

## Summary of action points

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| No. | Action Point | Focal Point / Organization | Time frame |
| 1.  | Organizations that are using or plan to use the common PDM will to feedback Maria: lagourou@unhcr.org and Kathrine: ksmalley@iom.int , in case they finalized the PDM they will reflect the results on KoBo template or share as excel sheet with both of them | All the Working Group Members | 30 Arp.  |
| 2. | Partners who plan to conduct rapid needs assessment to inform the sector cochair Elizabeth Barnhart: BARNHART@unhcr.org and Katherine Smalley: ksmalley@iom.int . | All the Working Group Members | 30 Arp.  |

## Session Summaries

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| **Item** | **Discussion** |
| **Last meeting minutes approval** | March 2020 minutes approved by the group. |
| **Welcome and introduction.**  | Basic needs sector chair welcomed the participants.  |
| **COVID-19 Response Task Force** | * BNWG chair provided a presentation and updated the working group about the COVID- 19 task force, highlighting the general principles of this TF activities, and mentioned that these activities should not replace any ongoing activities for the BN or any other sector, since this will require new approval from MoPIC and line ministries.
* In addition, the relevant activities should be aligned with MoSD and NAF plans, with new criteria for identifying the beneficiaries which different than BN approach.
* Eligibility script has been identified by the task force and approved, which contains 48, 831 cases, these cases have been prioritized based on additional vulnerability factors which are: disability and sever medical conditions, elderly and dependency ratio.
* Safety net package has been also identified and approved by the task force which includes rent, utility, water and food assistance, noting that another proxy indicator for poverty will be adopted.
* Please chick [here](https://mcusercontent.com/21ac4d661afc676782cbf14bc/files/80954021-a155-43c8-bdcf-cc28fc4e0b77/Basic_Needs_sector_response_to_Covid_19_HPF_002_.pptx) to find the presentation.
* Please click [here](https://mcusercontent.com/21ac4d661afc676782cbf14bc/files/34977aa7-8aea-429c-90f5-75aed09920fc/BN_Standards_Response_COVID19_March_2020_v8.docx) to find the standards of Basic Needs response for CIVID-19
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| **In-kind and cash assistances for Jordanians.** | * Partners who may provide Jordanian with cash assistance have to coordinate closely with MoSD and NAF to ensure transparency and deduplicate.
* Any partner who may distribute in-kind assistance to Jordanians have to donate these assistances for one of the three NGOs who manage this on behalf of the government which are: JHCO, Tekiyat Um Ali and red crescent
* For in kind assistance for Syrians refugees in urban, partners can coordinate with JHCO in this regard.
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| **RAIS coordination Module:**  | * Partners who get fund and the government approval can request UNHCR to provide them with the beneficiaries list after mentioning the criteria and geographic locations , then book these cases on RAIS by the partners and reflect the assistance once delivered immediately, in order to ensure that each case received one time.
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| **Exit strategy:** | * The main purpose of this strategy is to enable the TF to decide how long they should go with this response, and what the proxy indicators that will be followed to determine to what extent the TF have expand the response activities.
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| **Communication strategy:**  | * Chair briefed about the communication strategy purposes and tools, COVID-19 response task Force members have been asked to adhere to the standardized messages, so PoC will get the same thing from all.
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| **Common PDM for winterization:**  | * Winterization TF has developed a common winterization PDM and agreed upon compilation of initial joint data set around April, and a TF has been created to help on analysing the results.
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| **Gender focal point** | * Brief about the sector gender focal point roles and kind of support will provide for the sector, the members have been asked to express an interest if anyone want, accordingly the new gender focal point for the basic Needs sector is: Asmaa Aldakar: a.aldakar@tdhitaly.org .
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List of Participants

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| Name | Organisation | Email | Phone No. |
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**Next meeting is on 4th May 2020, Mean or location of the meeting will be determined later**