# Minutes: CM Standards WG, 15.04.2021

**Attendance:**  Alisa (UNHCR IMO), Agnes (CCCM Protection, IOM), Jorn (Norcap – ARC WG), Ben (Cluster Somalia), Filipa (IOM Mozambique), Anna (IOM Mozambique), Wan (IOM CCCM Cluster), Jo (RRT UNHCR), Tom (DRC Empact co-lead CM Standards WG), Amalia (IOM CCCM), Elena (ACTED), Livia (Consultant Graphic Designer), Jennifer (IOM Global CM Standards WG).

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| **Agenda**  | **Discussion**  | **Action Point** |
| 1. Dissemination Strategy
 | *Tom reported back from meeting he and Jenn had with CP MS – Suzanna Davis on the dissemination strategy. Ideas included:* * *Developing a background on how the WG developed the Standards*
* *Delinking cluster coordinators from practitioners in guidance*
* *Making online interactive platforms*
* *Promotion on social media*
* *Writing letters, media packages for WG partners to use existing networks/partnerships*
* *Make everything multilanguage*
* *Organize different events to capture different audiences (donors, cluster coordinators, practitioners)*
* *Hold ted talk videos*
* *Develop case studies on use*
* *Provide info on how you can “order your copy now” or use the app, etc.*

*Discussion focused on which would make the most sense for the WG members on the call.*  | **The following persons will begin work on the following to accompany the dissemination:** * **Training materials – Elena and Ben**
* **Short 30 second videos – Brian and Elena with field colleagues**
* **Email letter Tom**
* **Cluster webinar event Wan**
* **Webinar practitioners Jenn**
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| 1. Feedback on field testing protocol
 | *Ben and Filipa shared examples of how they used the minimum standards. See example from Mozambique which broke down the standards during 3 hours of meetings to develop a work plan. While Somalia will start using some of the indicators in annual and quarterly data collections, including in satisfaction survey conducted in all districts.*  | **Ben and Filippa to share back details on their progress in a few month time.** **WG to develop neater template to aid in work plan development.** **Jenn to follow up with Kerry in CXB to see how their workshop planning is going.**  |
| 1. Minimum Standards Logo
 | *Graphic designer shared concept around the logo development. Discussion on the options shared. Final vote will take place virtually.*  | **Chairs will circulate 2 concepts following feedback session.**  |
|  |  | **Pending discussion on logo and “ownership “of the publication. TBD next meeting.** |
| 1. AOB
 | *Agnes shared feedback on checklist on disabilities received from PWD ngo.**FAQ drafted for CCCM Tuesday to be finalized, please send comments.* *HNPW session will be 21 April @1500 – 1600 Tom, Jenn and Chris presenting. Please attend!* *Nigeria is still paused with their field testing.**Silently we remember Monir.* *Discussion on retreat session pushed to next meeting.* | **Jenn will draft paragraph to be shared with WG to be included about “who lives in camps”****Agnes will update new feedback into checklist.** *Still pending! FAQ drafted for CCCM Tuesday needs to be approved and posted on website.*  |

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