

DISASTER EMERGENCY RESPONSE GROUP
DER – EARLY RECOVERY CLUSTER

MEETING MINUTES
Monday, 26 November 2007

Agenda Items

Welcome

- See attached attendance list for participants.

Finalisation of the Early Recovery Cluster's Terms of Reference

- IFRC (Malcolm Johnstone) suggested incorporating the possibility that the ER Cluster could be dissolved, amalgamated into other clusters, or re-launched on specific ER sectors.
- Agreed that an ERC TOR page will be created on the Cluster's Google page for members to provide comments and feedback

Update of the Situation

- a) Google Group: is operational (<http://groups.google.com/group/der-early-recovery-cluster-cyclone-sidr>). Some technical issues were raised. Contact the Cluster's Information Manager (steven.goldfinch@undp.org) if you experience any difficulties.
- b) Agency Updates: General updates to be provided via the Cluster's Google site. Of note, WFP are commencing operational planning, ILO are planning an assessment (TBA) and FAO, on 3/12, will start a large assessment (team of 16) and look at the four main livelihood sectors (fisheries, agriculture, forestry and livestock). The purpose of the assessment is to identify how best to support the Government over the next 1-2 years. FAO are happy to look at collaboration activities once the Team Leader arrives in-country. A number of agencies (Oxfam GB, Action Aid, Islamic Relief) expressed interest in conducting joint assessments.
- c) Summary of other cluster activities: to be provided at the next meeting

Linkages to supporting Government recovery plans

- Mr Md Abu Sadeque, Director, Disaster Management Bureau (DMB), outlined the DMB's role as a coordinating and planning agency, under the Ministry of Food & Disaster Management (MoFMD), for the Government.
- It was proposed that Mr Sadeque become the Government focal point for the Cluster. This will be confirmed.
- Mr Sadeque undertook to provide the Cluster with detailed information on areas which have not received relief.
- Mr Sadeque highlighted that the US Armed Forces start supporting the Bangladesh Armed Forces from today. He noted that they will be operating a hovercraft and tasked to focus their support on isolated areas.
- DMIC is working with the Armed Forces and will start issuing maps shortly.
- The Barisal Coordination Centre is now operational, and is coordinating with central Government activities, utilising damage assessments etc. It was suggested that UNDP act as a focal point for the Cluster.
- The importance of maintaining a close working relationship with the DMB was highlighted by the Chair.

Joint assessment methodology & approach

- Ingrid, from ILO, outlined the agency's Livelihoods Assessment Toolkit, which was previously used following the tsunami and Kashmir earthquake.
- The toolkit is not yet available online, as it's in the final stages of finalisation.

- The toolkit has 3 phases (indirectly or as a package):
 - § Pre-disaster assessment
 - o Data collection
 - o Vulnerability mapping
 - § Initial Livelihoods Impact Assessment
 - o Collection of key issues
 - o Planning, checklists
 - o Sector guidelines
 - § Rapid Livelihoods (Detailed) Assessment
 - o Planning
 - o Information collection guidelines
 - o Follow-up suggestions
 - o Assessment of loss, degree, vulnerability coping mechanism, capacity
 - o Interventions – what's relevant?
- A significant number of participants indicated that they are planning to conduct assessments and would be interested in working together.
- It was noted that while formats on assessment could be different it was important that outputs were consistent to enable a cluster-wide picture to be developed.
- UNDP will look at the issues around joint assessments.

Reporting templates & formats

- Agreed that members will post what they are planning to do (when, where, what, how) on the Cluster's Google page.
- Further clarification will be sought regarding standardisation across clusters from the Information Managers meeting to be held this afternoon at CDMP.

Next meeting & tentative agenda items

- The next meeting will be held 8am, Thursday 29 November 2007.
- Suggested agenda items can be emailed to the ER Cluster Information Manager.

AOB

- Sustainability issues need to be incorporated into the activities of the Cluster members.
- It was noted that there is a lot of expertise with local NGOs already working on an array of projects in the affected areas prior to the cyclone.

Action Points

UNDP:

- Google Group technical issues to be resolved. (Cluster Information Manager by 27/11).
- Activities/Assessment template to be posted on the Google Group (COB 26/11).
- Feedback page of TOR to be posted the Google Group (COB 26/11).
- UNDP to look at potential issues around joint assessments (Assistant Coordinator).

All:

- Share/upload assessment tools on Google Group.
- Provide comment on Activities/Assessment template TOR.
- Post Activities/Assessment information on Cluster's page.

END