

DISASTER EMERGENCY RESPONSE GROUP
DER – EARLY RECOVERY CLUSTER

MEETING MINUTES
Thursday, 29 November 2007

Agenda Items

Welcome

- The Cluster welcomes Puji Pujono (Bureau for Crisis Prevention and Recovery, UNDP Geneva) who replaces Scott Cunliffe as Assistant Coordinator.
- See attached attendance list for participants.

Update of the Situation

- a) Government Update: Government representative (co-chair Mr Sadeque) noted that he had no specific updates to provide. He highlighted a meeting he had with the Armed Forces yesterday on distribution and reiterated that the Government agency responsible for recovery planning was the Ministry of Food and Disaster Management (MoFDM) and the Disaster Management Bureau (DMB).

It was highlighted that the Advisor, on 26/11, had asked the international NGO community to conduct joint assessments rather than individual ones.

- b) Cluster Updates: the Shelter Cluster held its 3rd meeting yesterday and has formed a technical working group to provide advice on technical issues. A technical advisor from IFRC arrives on Saturday to lead this group. 18 agencies attended their meeting. This cluster will not be pursuing a strategy document currently due to time constraints.

The Food Cluster also met yesterday for the third time, with the WFP Country Director chairing. The major issue identified was assessments. FAO, ILO and WFP are looking at linking together on livelihood issues (nutrition status). A working group has been formed to look at reporting issues.

- c) It was suggest, and endorsed, that the other clusters provide a focal point to attend ERC meetings, given that early recovery is a cross cutting issue. ERC coordinator will approach the other clusters regarding their nominated focal point.

Early Recovery Assessment

- Needs to be undertaken in concurrence with relief activities.
- It is important that the local community and government are involved.
- There are no fixed tools on the market for assessments, there is an opportunity here to develop tools amongst members of this group and Government.
- Suggested that a small working group (4-5) be formed to undertake an assessment with the Assistant Coordinator's technical advice. The group could meet, set guidelines, spend a week in the field and return back to report. The output would be the basis of the early recovery framework.
 - o Government: there needs to a specific ToR which has been accept by all, then we can go forward with assessments. There is an

- o opportunity here to support the Government system by meeting the gaps.
- o ILO: the FAO/ILO early recovery toolkit could be a basis for going forward.
- The Government is supportive of assessments, but they must fit into a common framework, as a number of agencies are doing their own assessments.
- It was agreed that an ER assessment will be under the direction of the Government

Comments:

- It was noted that the TOR is for the Cluster to undertake a needs assessment, the process will be owned by the Cluster. Point #3 – this will result in the development of a matrix for assessment to be inputted into. It doesn't matter if there's one assessment or a number of smaller ones provided it is coordinated.
- TOR should be more time bound and specific. Government needs to know which date the assessment will be completed to enable planning, otherwise it's of limited use. Suggested that the phases (relief, ER, rehabilitation etc) be defined by time and by sectors. (However, the Government doesn't have a timetable.)
- An assessment should be undertaken quickly to identify the key sectors for the Cluster's activities.
- The Government needs to provide their timetable if we are to put together a consolidated plan.
- The framework should be coordinating interventions not making them.

Result:

- The TOR was endorsed (subject to fine-tuning).
- A small working group has been formed to develop a matrix on assessments for early recovery. The group will meet Sunday, 1300 at UNDP and report back next Tuesday to the Cluster. Representatives from WFP (Food Cluster), Action Aid, ILO, International Relief and Concern Worldwide will comprise the group. The Assistant Coordinator will provide technical advice. FAO and other Cluster representatives will be followed-up. The Government is happy to provide a person.

Outline of an Early Recovery Framework

- Early recovery should be used to fill the gap between relief and rehabilitation
- The framework needs to be endorsed at a higher level
- Critical sectors need to be agreed upon – focusing on areas not covered by other clusters.
- The framework needs to outline strategic objectives, outputs, activities, budgets, who we're working with, how we're supporting Government etc.
- Next step – agreement on sectors, methodology and tools agreed, conduct the assessment. Developing the framework.

Next meeting & tentative agenda items

- The next meeting will be held 8.30am, Tuesday 4 December 2007 at UNDP
- Microsoft Office tools to be discussed instead of Google groups to share documents.
- Working Group to report back.

- Other suggested agenda items can be emailed to the ER Cluster Information Manager.

Action Points

UNDP:

- Approach the other clusters to provide a focal point for the ERC (Coordinator COB Sunday).

Working Group

- Report back to the group on development of an assessment matrix.

All:

- Members currently conducting assessments are to forward their reports/results to the Cluster Information Manager.

END