**GBV Sub-Sector Monthly Meeting Minutes-March 2023**

| **Date** | 20 March 2023, Monday | **Venue:** Conference Room-1, UNFPA Cox’s Bazar Sub Office, Hotel Sea Palace, Cox’s Bazar. | |
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| **Meeting Modality** | Hybrid meeting (In person/Online) | **Time:** 11.00 am to 1:00pm | |
| **Chair** | Rebecca Nakaweesi  MHPSS Specialist and Coordinator  Gender Based Violence-Sub Sector  UNFPA, Cox’s Bazar, Bangladesh | **Preparation of Minutes:**  GBV SS Coordination Team | |
| **Partner’s present** | GBV Sub-Sector (GBV SS) participants attended from the following organizations (***as reported in the chat*** *box and attendance sheet*):  **Online:** RTMI, Safeguarding Resource & Support Hub for Bangladesh, HELP Cox’s Bazar, Legal Action Worldwide, Agrajattra, Caritas Bangladesh, Upoma Nari Kollyan Songstha, NONGOR, Action Aid Bangladesh, Samaj Kalyan O Unnayan Sangstha (SKUS), Mukti Cox's Bazar, Care,  **In person:** DRC, Plan International, UN Women, Shushilan, Prottayashi, BNPS, UNFPA, World Vision Bangladesh, Bandhu Social Welfare Society, Unicef, IOM, WHO, IRC, RWWS, Friendship, PHD, UNHCR, SCI, BRAC, GNB. | | |
| **Agenda** | 1. **Welcome, opening remarks and introduction** (by Rebecca Nakaweesi, GBV Sub Sector Coordinator)   The GBV Sub Sector Coordinator, welcomed all the participants of the agencies to the March 2023 GBV SS Monthly Meeting.   1. **Documents for endorsement** (by the GBV SS Coordinator)  * **Final agenda (draft circulated for comments)**   The GBV SS Coordinator presented the draft agenda of March 2023 circulated prior to the meeting for feedback. The agenda was adopted as final by consensus and endorsed by the GBV SS members.   * **February GBV SS Monthly Meeting Minutes**   Members also adopted minutes of the February 2023 GBV SS Monthly Meeting.   1. **Review of the action points**   The GBV SS Coordinator shared the action points with updates from the February 2023 meeting.  **Updates on action points are provided below:**   |  | **Action Points (January 2023)** | **Status** | | --- | --- | --- | | 1 | UNHCR will call a meeting for developing.  ToR of Men & Boys Engagement/  Behavioral change WG s and will give an  update on it in next meeting of GBVSS | Shirin, UNHCR, shared that draft ToR will be shared within the next two weeks. | | 2 | UNHCR to contact GBVSS to work harmoniously in terms of SASA! Together  WG and integration within the Men &amp; Boys Engagement WG / Behavioral change WG. | Shirin, UNHCR | | 3 | GBVSS will share a draft concept note of  IWD 2023 celebration with GBVSS partners  after the meeting. | Completed |  1. **Operational updates-protection sector (by Shamanta, UNHCR)**   Shamanta from protection sector shared below updates:   * Fire response assessment report will be shared by the protection sector soon. * CERF application for 1 WFS and 1 WLCC. Fund will be managed from the CERF fund. * Draft for Q4 report is completed. * Protection sector completed one batch of 3-day-long training on “Humanitarian negotiation for humanitarian workers”. Have more plans to conduct this training in upcoming months. * Operational work plan for JRP 2024 and 2025 is going on. * Inclusive Humanitarian workshop is organized by ADWG in coordination with the Protection Sector.  1. **Operational updates-Child Protection Sub Sector (by Taslima, CPSS)**   Taslima from CPSS provided below updates:   * Circulated rationalization process guidelines within CPSS partners and will arrange orientation on the rationalization guidelines. * During the fire response, identified the most vulnerable children. * Cloth distribution for newborn babies will be held in the coming weeks. * CPSS has been working on a yearly fact sheet based on case management and analysis of CPIMS. This is the first time CPSS is producing a fact sheet.   **Feedback from the participants:**   * Rehema from UNICEF shared that it would be good if CPSS could produce a fact sheet monthly on the CPIMS data, like what the GBVSS has been doing.   **Feedback:**   * Collaboration and coordination between the CPSS and GBV are ongoing. * Rebecca from GBV SS shared that GBVSS is going for further rationalization, as funds are downsizing. Agencies need to ensure that the services they are providing are of quality, else they will have to leave the specific location/s in terms of implementing GBV activities.  1. **Fire response (by Mohita, GBVSS)**   Mohita shared updates from RPA analysis ***(Details with attached ppt.)*** and updates from other sectors on fire response especially on case management support and dignity kits distribution, MHM kits distribution, PFA etc.   * Distribution of MHM kits is to be coordinated with the WASH sector, during the fire response WASH sector did a blanket distribution of the MHM kit. * SOP of dignity kits distribution needs to be revised based on the community's needs.   Mohita will share the template for fire response information collection with GBVSS partners as well as with guidance and partners will have to share information by 22 March 2023.   1. **Agreed upon 5W indicators for 2023 (by Mohita, GBVSS)**   Mohita showed the 5W indicators reporting template and JRP indicators of GBVSS. Lead agency will send the information to avoid duplication. Mohita will recirculate the form.  There were requests from participants to have a workshop on filling information in the 5W template, to which Mohita ensured it would be conducted soon.   1. **Update from the PSEA Network (by Bora):** No updates as Bora was not available. 2. **Presentation on Resource and Support Hub (RSH)**   Sumaiyya Sajjad and Shanaz Rahman from RSH gave a presentation on introduction to resource and support hub on what it is, what it offers, how they are working etc*.* ***(Details in PPT).***   1. **Update from other Sectors/Working Groups / Task Teams**   Clionadh from IRC shared the experience from camp-22 related to CiC’s and INGO partner’s entrance in WFS and seeking guidance from GBVSS and ISCG on how collectively we can respond to this.   1. **AOB**  * **Service Audit Nominations:** Mohita will send an email to GBVSS partners to send a nomination for service audit. JRP appealing partners are encouraged to be part of it. * **SAG nominations:** SAG members have already been notified of their selection from the GBVSS. * **Capacity building on GBV issues:** Partners are requested to inform GBVSS on their upcoming capacity building plans to have common voice and messages.      1. **Closure of the meeting**  * Finally, Rebecca Nakaweesi thanked all participants for their active participation and closed the meeting. | | |
| SL | **Action Points** | **Follow up needed** | **Person Responsible** |
| 1 | UNHCR will draft a ToR of Men & Boys Engagement/Behavioral change WG that will be shared within the next two weeks. |  | Shirin, UNHCR |
| 2 | GBVSS will share ISCG rationalization guidelines with GBVSS partners. | Completed  Sent email on 21/03 | Mohita, GBVSS |
| 3 | GBVSS will recirculate the SOP of dignity kits distribution within GBVSS partners. | Completed  Sent email on 22/03 | Eumna, GBVSS |
| 4 | Eumna will call a meeting on dignity kits distribution with the dignity kits task team member for content standardization. | Completed  Sent email on 22/03 | Eumna, GBVSS |
| 5 | An email will be sent by GBVSS to develop key messages on GBV in relation to emergencies including referral pathway. |  | Rebecca, GBVSS |
| 6 | GBVSS will provide an orientation on the 5W reporting template. | Completed, 23 March | Mohita, GBVSS |
| 7 | GBVSS in collaboration with CPSS and GP will conduct a workshop with CiCs, APBN, GBV CFPs, legal actors and other relevant stakeholders. | As per work plan in Q2 | GBVSS team |
| 8 | SAG will have an ad hoc meeting on CiC's access to GBV service facilities. | SAG Meeting planned for 6th April | GBVSS, IRC, UNFPA |
| 9 | Based on requirement, GBVSS, lead agency and IP will visit camp-22 to discuss the issue of CiC’s entrance in WFS on 21 March 2023. |  | GBVSS, IRC, UNFPA |
| 10 | Priyanka to send an email to GBVSS partners to get a nomination for GBV service audit (including the final questionnaire) | Email sent, waiting for further nominations | Priyanka, GBVSS |
| 11 | Orientation on accessing health sector information regarding GBV on HeRAMS in the next GBVSS meeting. |  | Samrawit, WHO |
| 12 | Resource and Support Hub to send the presentation materials on SEA policy to GBVSS. | Sent | Sumaya Sajjad, RSH |
| 13 | Mohita will share the template for fire response information collection with GBVSS partners as well as with guidance and partners will have to share information by 22 March 2023. | Shared already, waiting for inputs from partners. | Mohita, GBVSS |