

Meeting Minutes

LSDS Biweekly Coordination Meeting

Date: 25th January 2023

Location: ISCG Meeting Room

Agenda:

- 1) Introduction of participants
- 2) LSDS updates
- 3) ISCG updates
- 4) LSDS SAG election
- 5) Partners update
- 6) Presentation by UNHCR and CNRS
- 7) AoB

Participants (in alphabetical order): AAB, AMAN, BDRCS, BRAC, CNRS, Concern Worldwide, ECHO, FSS, Habitat for Humanity, HelpAge International, Helvetas Bangladesh, IFRC, ILO, IOM, ISCG, Mukti Cox's Bazar, NGOF, NRC, OXFAM, Prottiyashi, Save the Children, SAWAB, UN Women, UNFPA, UNHCR, UNICEF, WFP, World Vision Bangladesh

2) LSDS Updates:

- In September 2022 the Government of Bangladesh endorsed *GoB/UN Framework on Skills Development for Rohingya Refugees/FDMNs and Host Communities*. UNHCR and partners are working on development of formal vocational curriculum pursuant to Myanmar curriculum, through which refugees will be capacitated with relevant vocational skills for their potential future employment/self-employment upon their return to Myanmar. This is also creating the pool of skilled refugee volunteers that can be adequately utilized and paid in the camps' response. To date **three curriculum** were finalized and the training started: health (Health Community Worker), agriculture (agriculturalist), and manufacture (sewing/tailoring combined with operating machines). Related activities are already taking place in camps. Another seven curriculums will be shared by March-April 2023. It is important to emphasize that the main goal is standardization of vocational skills training materials (and alignment of training programs with Myanmar curriculums) in order to have a unified approach to vocational skills development (that corresponds to the Skills Development Framework) by all partners and across all sectors.
- FSS and LSDS are conducting a Joint Training Needs Survey that will help the sectors to understand the partners' capacity on Food Security and Livelihoods topic areas, as well as cross cutting topics,

M&E and Information Management, and guide sectors in capacity enhancement initiatives for 2023.

- In collaboration with FSS, there will be two hybrid orientation sessions (1:30 hours each session) on the latest FSS and LSDS 2023 5W (Who is doing What, Where, When and for Whom) reporting template on Sunday, 29 January 2023.
- SMSD started the 2nd phase of the Facility Monitoring, which includes validating and monitoring the facilities by sectors. That means that partners' field staff and volunteers will have to carry out an on-site check and validate facilities information. As already mentioned in the correspondence shared with all the partners, the focus should be on existing facilities, GPS of facility, Focal Person Information, Implementing Agency, Partner Agency, status of facility and functionality of facility. In our sector we have 4 facility types: **Age Friendly Space, Multi-purpose Women Centers, Skills Development Centers and Women Led Community Centers**. LSDS is already collecting data from the partners and will report to SMSD sector by 9th February.
- ISCG has created a 3W Dashboard for the purpose of mapping all sectors and their partners'. LSDS has already shared [the link](#) with its partners.
- One of the immediate priorities for LSDS is to identify the camp focal points for the sector. The sector will share the excel file with partners – to list those who have presence in the camps and are interested to become sector focal points. Based on that information, LSDS will develop a field visits plan, and will plan monthly visits accordingly.

3) ISCG Updates:

PSEA updates

- All focal points need to receive PSEA mainstreaming training in 2023. Sector will work closely with PSEA Network for planning and roll-out.
- LSDS already shared with partners soft copies of No Excuse Posters (English and Bangla). Hard copies will be available in February - sector will collect and share at the sector coordination meeting as soon as they become available.
- LSDS distributed *Standard Operating Procedure for SEA Complaint Referral in Cox's Bazar* and will soon launch sector-specific mapping of complaint mechanisms.

Allowance for Skilled Bangladeshi Volunteers:

There was an increase agreed of the transport and tiffin allowance from BDT 2,000 to BDT 2,500 per month (increase of BDT 500 per month) only for fully Skilled Bangladeshi Volunteers (Skilled Levels 1 & 2).

Duration of engagement: In line with the *Guidance on the Engagement of Volunteers for the Rohingya Refugee/FDMN Camps* endorsed by the Government of Bangladesh and keeping in mind the health and wellbeing of Volunteers, the duration of engagement is limited to eight hours per day and 22 days per month. Exceptions may be made due to exigencies such as emergency response, Safety Unit, Disaster Management Unit, etc. For consistency in implementation within a single sector, the categories of Volunteers and the additional period of work will be determined by the sectors.

Hazard pay: In exceptional cases, a hazard stipend may be required. This falls under two categories:

- BDT 1,100: Daily functions involving the removal of environmental and/or hazardous waste (such as desludging roles under the WASH Sector)
- BDT 1,500: Functions for emergency response (such as COVID-19 response roles under the Health Sector or emergency response during floods or fires under the SMSD/SNFI Sector)

Financial Analysis 2022 and 2023

- The templates are being finalized by taking sector inputs, ISCG will share the templates directly to partners for their inputs.

4) LSDS SAG election updates:

LSDS has already held Strategic Advisory Group member election process. The final LSDS SAG Composition is given below:

4 Permanent members: <ul style="list-style-type: none"> • 1 member – UNHCR • 1 member – WFP • 1 member – IOM • 1 member – FSS 	INGO, SAG members <ol style="list-style-type: none"> 1) Helvetas Swiss Intercooperation 2) World Vision Bangladesh 	NNGO, SAG members <ol style="list-style-type: none"> 1) BRAC 2) MUKTI Cox’s Bazar 3) NGO FORUM
Observers: <ul style="list-style-type: none"> • 1 member from donor community • Coordinator – Gender Inclusive Humanitarian Action Working Group (GiHA WG) • Coordinator – Education Sector • Coordinator – Energy and Environment Technical Working Group (EET WG) • Coordinator – Transfers Working Group • Coordinator – Youth Working Group • Coordinator – Age and Disability Working Group • Sector coordinators from the other sectors, as and when required basis 		

- SAG will hold quarterly meetings, and the members will hold office for 2 years.

5) Partner Updates:

BRAC:

- BRAC is working in Camp 1E, 2W, 8E, 3 and 25 on Health, Agriculture and Sewing skills development trainings. They are targeting 200 beneficiaries.

Protyashi:

- Protyashi is in the process of identifying 800 beneficiaries in Camps 11 and 15. They will provide training to beneficiaries on selected skills and curriculum shared by the sector.
- They have recently completed a BHA funded project in Ukhiya and Teknaf for Host Community. The selected trades were clothing, jute craft, handicraft, bamboo craft, woodcraft, and dry fish processing.

- With DFAT funding Prottiyashi has completed a dairy product production project engaging both Host and Camp beneficiaries.

UN Women:

- UN women is working with Action Aid Bangladesh and BRAC for skills development activities in camps.
- There is a women market in Camp 5, there are still some empty shops available in the market, any organization interested can contact UN Women.

Concern Worldwide:

- CWW is working with 32,000 beneficiaries in 10 camps on homestead gardening with PRM funds.
- They are supporting 487 Host Community beneficiaries with small business, net making, nakshi katha and tailoring.

NGO Forum:

- NGO Forum is providing wage earning opportunities to refugee beneficiaries for jute product production and production of hygiene products.
- Currently 1,000 beneficiaries are receiving vocational training on sewing based on Myanmar curricula and soon electrical and food processing trainings will start.

UNFPA:

- UNFPA is providing training in 27 camps, Host Community and Bhasan Char, covering 50,000 beneficiaries. The beneficiaries are receiving training on handicrafts, sanitary napkin production and agricultural activities.

BDRCS:

- BDRCS has plan on having skills development trainings in Camps 11, 12, 13 and 18.
- They are supporting Local Community with livelihoods projects in Kaccapia (538) and Garjanía (902) of Ramu.

Action Aid Bangladesh:

- AAB is supporting 4,250 beneficiaries in five skills, they are: handicrafts, tailoring, homestead gardening, food processing and stove repairing.

Important Links and attachments:

- 1) CNRS presentation.
- 2) UNHCR Skills Needs Assessment findings.
- 3) Assessment of Economic Opportunities for young Rohingyas in Bangladesh by Population Council. [Study Report Assessment of economic opportunities for young Rohingyas November 2022.pdf](#)

The next LSDS coordination meeting will be held on Wednesday, 08 February, from 11:00-12:30, at UNHCR conference room, in-person only.