

**Meeting Title: Livelihoods and Skills Development Sector**

**Meeting Date: 24 May 2023**

**Participants: AAB, ACF, BBC Media Action, BRAC, CWW, DRC, ESDO, FIVDB, GIZ, Helvetas, Habitat For Humanity, HelpAge International, HAP, IRC, ISCG, PIB, Shushilan, UNDP, UNHCR, UNFPA, WFP.**

**Agenda:**

1. Introduction
2. LSDS updates and follow-up from previous meeting [2023 Multi Sector Needs Analysis (MSNA); Collection of disability disaggregated data for the Sector; Rohingya Refugee Response website)
3. LSDS Annual Work Plan – revisited
4. Partner Presence Chart
5. 5W tracker and dashboard
6. Partners update: BBC Media Action
7. AoB

Agenda	Discussion points
<b>Multi Sector Needs Analysis (MSNA) 2023;</b>	<p>ISCG is going to conduct the 2023 Multi-Sector Needs Assessment (MSNA). As part of the preparation for this MSNA, LSDS requested support from partners to share any documents that provide information on needs and the response, both for refugees and host community: needs assessments, surveys, monitoring reports and dashboards, as well as strategy documents. The Sector received feedback from several partners and carried out secondary data review. Based on the review, the indicators were identified for this year MSNA pertaining to the Livelihoods and Skills Development Sector:</p> <ol style="list-style-type: none"> <li>1) % of HHs who reportedly received income from employment, reporting receiving income from [economic activity]</li> <li>2) % of HHs reporting facing barriers to access income/livelihoods, and % of HHs reporting facing [type of barrier] to access income/livelihoods</li> <li>3) % of HHs reporting [type of income source] as their main income source.</li> <li>4) %of HHs reporting having access to vocational training</li> </ol>
<b>Collection of disability disaggregated data for the Sector</b>	<p>The Sector presented the main action points from the discussion that took place at the LSDS coordination meeting on 12 April, with Mr. Mosharraf Hossain, consultant from Handicapped International, regarding the Washington Group Questionnaire:</p> <ul style="list-style-type: none"> <li>➤ In 2021, REACH, with support from the ADWG, conducted an Age and Disability Inclusion Needs Assessment across Rohingya refugee populations. Information related to disability prevalence was collected through the Washington Group Questions (WGQs) Findings show that overall, and both among male and female individuals, 12% of individuals were identified as persons with disabilities, where the initial estimate was 1%.</li> <li>➤ One of the biggest challenges in the implementation of the survey using the WGQs is translation of the questions - due to the confusion, it is difficult to receive a quality response.</li> <li>➤ The enumerators should be appropriately trained on the utilization of the questionnaire.</li> <li>➤ Favoritism is another challenge: sometimes the enumerators are pinpointing beneficiaries as Persons with Disabilities based on their personal preferences: the overcoming mechanism must be identified.</li> <li>➤ There are prevalent stigmas in our society, which is preventing people from providing accurate answers.</li> </ul>

## Livelihood and Skill Development Sector Meeting Minutes

	<ul style="list-style-type: none"> <li>➤ The Sector partners should review the WGQs as there are questions relating to different perspectives and contexts. Those questions that are not relevant to Cox’s Bazar context should be removed. If the right questions are not included, we risk leaving many Persons with Disabilities being unidentified.</li> <li>➤ The LSDS Sector Coordinator is having a discussion with ADWG on bringing on board capacity building programmes relevant to the inclusion of Persons with Disabilities.</li> </ul>
<b>Cyclone MOCHA Response</b>	LSDS has submitted the Cyclone MOCHA response needs from the Sector perspective, below is the link to the Cyclone Mocha Flash Appeal for Bangladesh <a href="#">Flash Appeal</a>
<b>Rohingya Refugee Response website</b>	A new website has been introduced by ISCG, that contains all the updated information and documents from all the Sectors. Partners can access the LSDS related documents in the Livelihoods and Skills Development Sector section. Below is the link: <a href="http://rohingyaresponse.org">rohingyaresponse.org</a>
<b>LSDS Annual Work Plan – revisited</b>	<p>Key points and immediate priorities from the Sector 2023 Annual Work plan were discussed with partners as below.</p> <ul style="list-style-type: none"> <li>➤ Coordinate partner's activities to ensure complementarity, minimize duplication, identify gaps and ensure best use of available resources:</li> <li>➤ Review multi-year strategy and work plan for the Livelihoods and Skills Sector:</li> <li>➤ Joint thematic field visits and lessons learned exercise – partners will be informed and invited for joint field visits that would contribute to lessons learned and coordination efforts;</li> <li>➤ Capacity building of partners and the Government counterparts through systematic training – the capacity needs assessment was completed in January 2023. Training on cross-cutting issues will be done jointly with FSS, while Sector-specific technical issues will be dealt with depending on availability of funding;</li> <li>➤ Complete age, gender, diversity, and protection training for 100% of LSDS partners – the Sector will reach out to partners who have not yet completed gender and protection training for their staff; age and diversity training is currently being discussed with ADWG;</li> <li>➤ Produce and publish IM products (e.g. dashboards, LSDS updates) - the Sector recently appointed a designated IM associate who will be in charge of all the information management activities for the Sector.</li> <li>➤ Prepare and share IEC materials, lessons learned and information sharing through LSDS website; Support in the circulation of studies, assessments and reports conducted by partners. Provide guidance to partners on priority areas that could be covered in the analysis.</li> <li>➤ Field coordination with Sector Camp Focal Points through online and in-person meetings in the field – Sector held first in-person meeting with the CFPs in April. For better coordination, a WhatsApp group was created, which proved to be invaluable for the recent Cyclone Mocha preparedness and response communication.</li> <li>➤ Work closely with the Protection Sector, sub-sectors and WGs to ensure technical guidance for LSDS partners to facilitate livelihood and skills development referrals due to socio-economic vulnerability (i.e. caregivers with children at risk of child labor/child marriage, single women, female headed households, disability headed households, GBV survivors), in the preparation phase but also once the training is rolled-out</li> <li>➤ Discuss DRR training for partners, including Disability Inclusive DRR training</li> </ul>
<b>Partner Presence Chart</b>	LSDS team has created a Partner Presence chart based on the 5W reporting from partners. It is a static document and will be updated monthly. <b>The chart is attached with the minutes.</b>

<b>5W tracker and dashboard</b>	LSDS team also created an interactive Dashboard based on the 5W reporting with real-time partners' activity information. LSDS will soon share the link with partners.
<b>Presentation from BBC Media Action</b>	<p>BBC Action Media held a presentation on the YouthRISE, a four-year consortium programme funded by USAID supporting the host communities in Cox's Bazar to reduce conflict and violence, including gender-based violence, and promote peaceful conflict resolution. The beneficiary selection criteria for YouthRISE activities are:</p> <ul style="list-style-type: none"> <li>• Youth of 'Host Community' (including women, men, persons with disabilities, and ethnic people)</li> <li>• Youth age is 18 to 35 years. For participant diversity, the age structure (18 to 35) is divided into three different categories, namely 18 to 24, 25 to 29, and 30 to 35 years</li> <li>• Confirming whether he/she is a permanent resident of the area (Bangladeshi National) by verifying his/her National Identity Card (NID) and Birth Registration Certificate (BRC)</li> <li>• Have natural leadership, organizing quality, and respect for others</li> <li>• Have the skills to communicate and motivate others</li> <li>• Have good facilitation skills</li> <li>• Have gender sensitive attitude and would like to work for Gender Equality in the future</li> <li>• Willing to a volunteer or have experience of volunteering or working together</li> </ul> <p><b>The presentation is attached with the minutes.</b></p>
<b>AoB</b>	<ul style="list-style-type: none"> <li>➤ The Sector introduced Ms. Nastasha Francesca "Kai" Jimenez, as the new Sector Gender Focal Point. Kai, who has half a decade of international expertise in GBV and gender equality, is currently part of the UNFPA's Adolescents and Youth Team, implementing livelihoods and skills development activities, and is hence perfectly positioned to be able to actively contribute to GIHA WG moving forward identifying and implementing priorities for 2023 and onwards and also substantially support the Sector and its partners promoting gender mainstreaming as one of the key cross-cutting issues in the Rohingya refugee response.</li> <li>➤ GIZ mentioned they are facing problem in getting FD7 from NGO Bureau for the skills development activities they were planning on implementing in the Rohingya Camps. The Sector responded that partners should adhere to the Skills Development Framework endorsed by GoB in August 2022. If further issues arise, GIZ can contact LSDS and the Sector will take it to ISCG to resolve the issue.</li> <li>➤ Partners are requested to share any assessment they have done on Cyclone Mocha impact relevant to LSDS.</li> <li>➤ The Sector has started drafting the ToR template for volunteers in the Camps. As per the Volunteers Guidance, each position should have a clear ToR. To simplify the process, the template will be developed that will contain sections common for all volunteers roles across all sectors, and the sectors will fill in the technical role-specific parts. LSDS will start with the volunteers positions pertaining to the Sector, namely: Centre-based Production Volunteer (Semi-skilled), Sectorial Volunteer (Semi-skilled), Centre-based Production Volunteer (Unskilled), Sectorial Volunteer (Unskilled). The Sector will soon reach out to partner for further work on ToR finalization.</li> </ul>
<b>Next Meetings</b>	<ul style="list-style-type: none"> <li>➤ Regular Monthly Meeting with Camp Focal Points on 31 May, venue and time – TBC</li> <li>➤ Orientation session on LSDS 5W reporting will be held on Sunday, 4 June, venue and time – TBC</li> <li>➤ Next Sector Coordination Meeting 07 June, venue and time – TBC</li> </ul>