



## IYCF-E TWG Monthly Meeting

22<sup>nd</sup> January 2025, Time: 11.00 am to 1.30 pm, Venue: NS Conference Room and MS Teams

### Meeting minutes

Chair: Save the Children

Co-Chair: Gonoshasthaya Kendra

Note taker: Coordinator - Nutrition, Sadia Islam, Save the Children.

### Agenda

1. Welcome and introductions
2. Approval of the provisional agenda
3. Review of the action points from the previous meeting (20minutes)
4. Update from Taskforce on SoP of Health-Nutrition Education Session, NBF child management and Training PPTs. (20 mins)
5. IYCF-E Reporting guideline - UNICEF and UN IMOs. (40 mins)

AOB –

NBF Child management of UNICEF served camps

IYCF ToT by SCI Global Expertise

#### 1. Welcome and introductions

TWG members are known as per the list.

#### 2. Approval of the provisional agenda

Approved by all.

#### 3. Review of the action points from the previous meeting

Action point	Focal point/ agency	Timeline	Status
1. Update from the taskforce SOP for NBF child management, SOP for nutrition education session. Training PPT	Small group	-	Completed
2. MCH card orientation	UNICEF and TWG		Completed
3. IYCF reporting guideline for 2025	UNICEF		Discussed
4. Update on one pager of IFA blanket distribution.	TWG		On review process
5. WFP will share <b>Nutrition and Health education session</b> SBC/IEC materials	WFP	Q1s	Done partner meeting for gap findings and recommendation.



			IEC materials update will provide by the 1 <sup>st</sup> quarter.
6. MtMTSG draft guideline	TWG		TWG will share the guideline with member as final version.
7. PW and IYCF-E register book	Small group		Based on field staff observation – <b>GMP</b> registration number will be in the IYCF register. <b>PW</b> registration number will be the <b>same</b> as previous – in the IYCF component register books.

1. [Main agenda items]

Action points	Focal point/agency	Timeline
<p><b><u>Update from the taskforce -</u></b></p> <p>Taskforce completed assigned task and will share all documents with TWG members in next week.</p> <p>SoP of NBF child management and Nutrition-Health Education Session will be shared by TWG.</p> <p>Training PPTs will be shared by TWG.</p>	Ariful Kabir Sujon	Next week (26-30 Jan'25)
<p><b><u>Review of IYCF Reporting guideline for 2025</u></b></p> <p>This year there are three indicators for IYCFE reporting –</p> <ol style="list-style-type: none"> <li><b>Total Number of mothers/caregivers received IYCFE Counselling</b> - this indicator will count individual mothers <b>ONCE</b> for new enrolment based on problem identified and will be reported one time in the IYCFE Service Received (indicator – 3).        Follow-up visit will count in the monthly report as previous.        If this mother identified with new issues after resolved the old issue, then she will enroll as a <b>new mother (enrolment)</b> in that time and reported accordingly.        Services count will applicable.</li> <li><b>Total Number of mothers/caregivers received Group Messaging Session</b> - this indicator will count mothers/caregivers <b>ONCE</b> who will receive IYCFE group messaging session for the 1<sup>st</sup> time.        Follow-up session received by this mother will be reported as previous)</li> </ol>	TWG and UNICEF	Next week (26-30 Jan'25)



<p>3. <b>Total Number of mothers/caregivers received IYCFE Services</b> – this indicator will count the SUM of first two indicator (1, 2) for <b>ONLY the New enrolment</b>.</p> <p>In the beneficiary card (BSFP, TSFP, OTP) staff will write the – <b>1<sup>st</sup> time IYCFE Messaging date</b> <b>1<sup>st</sup> time IYCFE Counselling date</b> – for avoiding any services and reporting duplication.</p> <p>TWG and UNICEF will prepare the guideline and arrange orientation for all the IP's supervisors and IYCFE Counsellors.</p>		
<p><b><u>AOB:</u></b>  <b><u>NBF Child management of UNICEF served camps</u></b></p> <p>The previous focal organization is not active in the nutrition sector now. TWG member discussed and agreed that before UNICEF select a new focal organization for NBF management all children will assess and exploring the safer feeding option by wet-nursing or re-lactation and for the last resource of feeding partner will reach UNICEF formally and UNICEF will communicate with UNHCR for the support. For extremely emergency preparation time and support, INF can refer the child to the stabilization centre for lifesaving (if needed).</p>	UNICEF	As earliest possible
<p><b><u>IFA Basket Distribution Document</u></b>  This one is in processing of review, TWG will share the final document with NS and NS will circulate with partners afterwards.</p>	TWG, NS	Next week (26-30 Jan'25)
<p><b><u>IYCFE Full Assessment Form Modification</u></b>  As per CMAM TWG discussion and decision made for the new intervention for the under 6 months children based on WHO Guideline, a half day workshop arranged regarding the assessment form finalization for the services of this at-risk group, Participants are brainstorm and decided to use the IYCFE Full assessment form (with some addition) to assess the under 6 months as in-depth assessment for counselling. IYCFE TWG contribute to modify the Full Assessment form and presented in the TWG meeting for revise by all members. Members are agreed to the additional information.</p> <p>TWG will share the Full Assessment form with all TWG members.</p>	TWG	Next week (26-30 Jan'25)
<p><b><u>IYCF ToT by SCI Global Expertise</u></b>  SCI will submit proposal to NS with the objectives.</p>	SCI	As earliest possible



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