



## CPSS Monthly Meeting Minutes

January 2025

Venue: Laboni Hall, Hotel RAMADA – Cox's Bazar

### Participants:

Organization Name	Participant Name	Organization Name	Participant Name	Organization Name	Participant Name
CPSS	Tarek Akkad	GNB	K.M. Abul Fattah	Protection Sector	Muhammad Rafiul Islam
UNICEF	Shaila Parveen Luna	GUK	Nishat Nailah	COAST	Khadijatul Kubra
TDH	Zonayed	Caritas Bangladesh	Mousumi Akther Santa	GBVSS	Annie Waweru
CODEC	Ipsita Tasmiah	World Vision	Kamrul Hasan	UNICEF	Patrick Halton
CODEC	Aktar Hossain	EDUCO	Md. Imdadul Miah	UNICEF	Cleophas Tavaya
UNHCR	Hathaimat Purnananda	IOM	Monalisa	Save The Children	Taslima Begum
BRAC	Bebek Kanti Das	Save The Children	Mahbuba Begum	CPSS	Abid Hasan
COAST	Md. Razaul Karim	ISCG-PSEA	Rajib Rahman	CPSS	Md. Osman Goni
ASD	Rahana Akter	IRC	Md. Rasel Hossen		

### Meeting Agenda:

- Review December Minutes and Action Points.
- Operational updates (PS, GBV and PSEA)
- CAAFAG Updates
- CPSM updates
- CP Coverage exercise
- Introduce the concept CP Coordination System



Action points from the previous meeting	Status	Responsible
Include the new arrival numbers in narrative on JRP Proposals	Done	CPSS
Utilize the CAAFAG Technical framework developed for the Rohingya context for the new activities included on Child recruitment in CP full package.	Ongoing	CP actor with the support of CPSS/CMTWG
Partners will reassess and reallocate the resources accordingly	Ongoing	All CP actor

DISCUSSION			
AGENDA ITEMS	Main Points and Discussions	Action Points	Responsible
Protection Sector Update	<ul style="list-style-type: none"> <li>On December 2-3, 150 PERU members participated in two sessions focused on addressing camp-level challenges, understanding PERU roles and responsibilities, and receiving a refresher on the Prevention of Sexual Exploitation and Abuse (PSEA).</li> <li>The Protection Sector organized a capacity-building session on December 10-11, with 40 participants from protection partners. The session covered the principles of Non-violent Communication, aimed at fostering empathy, mutual understanding, and improving personal relationships.</li> <li>The baseline data collection for the Peace and Security Campaign was finalized on December 29, 2024. It included 296 key informant interviews and 35 focus group discussions.</li> <li>A Coordination Workshop was held on December 5 with Child Protection (CP) and Gender-Based Violence (GBV) Sub-sector Focal Points. The workshop aimed to strengthen collaboration, joint advocacy, referral mechanisms, and capacity-building efforts.</li> <li>Progress continues on reactivating the Housing, Land, and Property (HLP) Working Group, with the Terms of Reference (ToR) currently under development. Data analysis for 2024 shows a 32% increase in HLP incidents compared to 2023.</li> <li>After finalization by ISCG, the Housing, Land, and Property (HLP) Working Group will be reactivated</li> </ul>		



<p><b>GBV Sector Update</b></p>	<ul style="list-style-type: none"> <li>• During December's 1W fire response, the Gender-Based Violence Sub-Sector (GBVSS) provided Psychological First Aid, facilitated safe referrals, and distributed 1,031 dignity kits.</li> <li>• On December 3-4, 20 GBV sector focal points were trained on GBV core concepts, safe referral mechanisms, data protection, and coordination.</li> <li>• As part of collaboration with the Prevention of Sexual Exploitation and Abuse (PSEA) Network, training for 32 PSEA focal points on GBV, referral mechanisms, and PSEA was facilitated by GBVSS and the PSEA Network.</li> <li>• A one-day workshop with GBVSS and the Child Protection Sub-Sector (CPSS) addressed coordination challenges and provided recommendations for 2025, incorporating input from field focal points.</li> <li>• On December 11, the Quarterly GBVIMS Task Team meeting with 14 Data Gathering Organizations discussed information-sharing protocols, incident record formats, and user IDs for GBVIMS+.</li> </ul>	<p>GBVSS will work on developing a joint referral pathway to ensure quicker and more efficient access to focal points, as highlighted during the discussions.</p>	<p>GBVSS</p>
<p><b>CMTWG Updates</b></p>	<ul style="list-style-type: none"> <li>• Caritas and World Vision have joined as new members of the CPIMS+ platform.</li> <li>• The CAAFAG document has been finalized and will be shared by the 15<sup>th</sup> of this month.</li> <li>• The CPIMS+ factsheet has been prepared and disseminated within the Case Management Task Working Group (CMTWG) for feedback.</li> <li>• A total of 33 caseworkers are actively engaged in CAAFAG initiatives and preparing to training a new batch of caseworkers.</li> <li>• The CMTWG meeting is scheduled to revise forms to ensure alignment with updated guidelines.</li> <li>• Abduction cases have increased, with some involving ransoms and very young children. Efforts are being made aligned with CAAFAG and CRMM, with UNICEF playing a key role in these initiatives.</li> <li>• Continuous advocacy is critical, particularly on child trafficking. The SCI report highlights numerous lost children, emphasizing the need for a coordinated effort with the advocacy team.</li> </ul>	<ul style="list-style-type: none"> <li>- CRMM session will be provided to the CPSS partners.</li> <li>-CPIMS+ fact sheet will be shared wide once its finalized and endorsed.</li> <li>-Regular updates on CRMM, including the numbers and the current situation, will be provided during the - CPSS meetings.</li> <li>-The Caring for Child Survivor guidance is expected to be completed by February.</li> </ul>	<p>UNICEF</p> <p>CMTWG</p> <p>UNICEF CRMM Team</p> <p>CPSS and GBVSS</p>



<p><b>PSEA Updates</b></p>	<ul style="list-style-type: none"> <li>• As of December 2024, the PSEA Network has 164 members, comprising 51 INGOs, 12 LNGOs, 77 NNGOs, 13 UN entities, and 11 others. There are 164 PSEA Focal Points and 157 Alternate PSEA Focal Points.</li> <li>• The PSEA Network held two workshops and shared the draft Annual Action Plan for 2025 with members for feedback.</li> <li>• Training sessions were organized in collaboration with IOM on Psychological First Aid (PFA) and self-care, with the GBV Sub-Sector on GBV basics, and with the Protection Sector and UNHCR on PSEA for PERU team members.</li> <li>• On December 19, the Annual PSEA Network Meeting was held in Cox’s Bazar, including a consultation with the IASC 'PSEA Technical Advisory Group' on PSEA SOPs/</li> </ul>	<p>The specific details regarding PSEA issues will be presented in the upcoming CPSS meeting</p>	<p>PSEA Network</p>
<p><b>CPSM</b></p>	<ul style="list-style-type: none"> <li>• On December 9, a workshop on CPSM was attended by CPSM Focal Points and Enumerators, during which questions were developed and revised. New thematic areas, including GBV (Child Survivors) and CAAFAG (Children Associated with Armed Forces &amp; Armed Groups), were added.</li> <li>• Key source ratios and the inclusion of Children with Disabilities (CwD) and Persons with Disabilities (PwD) were targeted.</li> <li>• An online orientation session was conducted for selected KII Enumerators as part of the CPSM KII Pilot.</li> <li>• Data collection is scheduled to take place using Kobo Toolbox on January 6-7.</li> <li>• An online feedback session was held to refine the process, adding options in the Key Source Profile for CP Host Community Volunteers and Non-CP Host Community Volunteers.</li> <li>• As part of ongoing efforts, CPSS conducted an orientation with 90 participants, including CPSM Focal Points and selected KII Enumerators from 44 locations.</li> <li>• The addition of CAAFAG-related content to the Kobo Questionnaire is currently in progress.</li> <li>• Introductory Question Added: Before starting the CAAFAG section, ask: We are conducting a survey to gain insights into the situation of CAAFAG in this area. Are you comfortable proceeding with this topic”. If the Enumerator or KI feel unsafe or uncomfortable asking these questions, they may also choose to skip thsection by selecting NO.</li> </ul>	<p>CPSS will review the question on CAAFAG with caseworkers after Q1 to check the feasibility</p>	<p>CPSS</p>



<p><b>CP COVERAGE</b></p>	<ul style="list-style-type: none"> <li>• CP coverage data this year will be collected by CPFs using structured Kobo questionnaires using the Kobo tool, it will be based on data collection.</li> <li>• Coverage will be calculated based on 5W data, facilities, human resources, and volunteer information.</li> <li>• The CP coverage process, facilitated through Kobo, will capture details on facilities, staff, volunteers, and activities, along with GPS tagging and photos.</li> <li>• Organizations' contributions to 2025 service coverage will be analyzed to assess impact and ensure alignment with objectives.</li> <li>• The submission of monthly 5W data will transition from Excel to a web-based platform for improved efficiency and accessibility.</li> <li>• Outputs will include visualizations of camp-specific data, overall coverage metrics, partner contributions, and will identify service gaps and target achievements.</li> <li>• CPSS will advocate additional space in camps for CFS/MPC, as most facilities have been established based on CFS guidelines, and more space is needed to meet demand.</li> </ul>	<p>The orientation for CP coverage data collection will be held from January 21-23 at the camp. Host community organizations will provide their own information using Kobo.</p>	<p>CPSS</p>
<p><b>AoB</b></p>	<ul style="list-style-type: none"> <li>• A new system for 5W reporting and data collection will be launched, where CPSS will manage funds but will not access sensitive data unless explicitly permitted. The system will function as a decision-based support tool.</li> <li>• The CPSS 2-Year Plan includes revising CP Centre guidelines and developing guidelines for Mobile Team activities.</li> <li>• Workplan workshop will be conducted to discuss the CCPM report results, along with comments and recommendations for further improvements based on the findings.</li> </ul>	<p>Launch a new 5W reporting and data collection system.</p>	<p>CPSS</p>