



### IYCF-E TWG Monthly Meeting

19<sup>th</sup> August 2025, Time: 11.00 am to 1.00 pm, Venue: NS Conference Room and MS Teams

#### Meeting minutes

Chair: UNHCR

Co-Chair: Gonoshasthaya Kendra

Note taker: Sharmin Rahman-Nutrition Expert – GK, Afrin Mortaza- UNHCR.

#### Agenda

1. Review of action points from the previous meeting
2. Finalize the Workplan for 2025
3. Discussion on contextualizing the SoP for IYCF-E
4. Update the SoP of CFM
5. ToT on IYCF- E
6. Discussion on SoP for Cooking Demonstrations, health Education Sessions, Mother-to-Mother Support Groups (MTMSG), Adolescent Sessions, Non-Breastfed Infant (NBF) Management, SOP for Father Support Groups
6. AOB (NBF Management)

#### Welcome and introductions

TWG members are known as per the list.

#### 1. Approval of the provisional agenda

Approved by all.

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

Action point	Focal point/agency	Timeline	Status
1. Update Child Functioning Module Piloting and request CMAMTWG one pager SOP for CFM	Nutrition partners		IYCFTWG Lead gave one presentation to brief the CMAMTWG about CFM module.
2. Finalize the Workplan for 2025	TWG		Completed
3. Discussion on Contextualize SoP for IYCF-E.	TWG		TWG will share for review after completion

#### 1. [Main agenda items]

Action points	Focal point/agency	Timeline
<b>Child Functioning Module (CFM) Piloting and Updates</b> Based on the recent meeting discussions, the IYCF-E Lead attended the CMAM Technical Working Group (TWG) meeting and delivered a presentation on the results of the piloting of the Child Functioning Module	TWG Members and IP	September



<p>(CFM) at the camp level. During the presentation, the IYCF-E Lead also provided an overview of the CFM, its purpose, and its relevance to nutrition programming.</p> <p>Following the presentation, members of the CMAM TWG requested the IYCF TWG to develop a Standard Operating Procedure (SOP) for the implementation of the CFM within the Integrated Nutrition Facilities (INFs). To ensure inclusiveness and collective ownership, the CMAM TWG also advised that the draft SOP be circulated through a shared file, allowing CMAM TWG members to review and provide their inputs before finalization.</p>		
<p><b>Review of SCI ToT proposal</b></p> <p>In line with the recent meeting discussion held with the SCI international team, the IYCF TWG Lead has shared all the current IYCF-related documents with them for their review. These documents will serve as reference materials to support the development of the ToT facilitation guide and the training module.</p> <p>After reviewing the shared documents, the IYCF TWG will provide feedback and technical inputs to ensure that the materials are contextually relevant and aligned with sector standards. Based on this feedback, the SCI international team will proceed to finalize the ToT facilitation guide and training module for use in upcoming capacity-building initiatives. After receiving these IYCF TWG will give feedback and SCI team will finalize the ToT preparation.</p>	TWG members and NS	Discussion On going
<p><b>Workplan for 2025</b></p> <p>The workplan of IYCF-E Technical Working Group (TWG) for 2025 was finalized and will share with the Nutrition Sector.</p>	TWG members and NS	Completed
<p><b><u>Contextualize SoP for IYCF-E and SoP for Cooking Demonstrations, health Education Sessions, Mother-to-Mother Support Groups (MTMSG), Adolescent Sessions, Non-Breastfed Infant (NBF) Management, SOP for Father Support Groups</u></b></p> <p>As per our meeting discussions, all relevant documents and contributions toward finalizing the SOPs have been compiled and included in the shared link. All IYCF TWG members are kindly requested to review these documents carefully and provide their feedback within the stipulated timeframe.</p> <p>Once the feedback from members has been received and incorporated, the SOPs will be finalized and subsequently endorsed by the Technical Working Group (TWG). This process will ensure that the SOPs are comprehensive, inclusive, and reflect the collective expertise of the group.</p>	TWG, Members, UN and NS	September
<p><b>World Breastfeeding Week 2025 Celebrated in Rohingya Camps.</b></p>	Nutrition partners	Completed



<p><b>NBF management</b></p> <p>In 2017, UNHCR and SCI jointly developed a guideline for the management of non-breastfed (NBF) children and assumed responsibility for ensuring their care. This responsibility was not limited to UNHCR supported catchment areas but extended to all partners operating in the camps. At present, UNHCR implementing partners (IPs) make efforts to manage NBF children within their respective catchment areas. However, UNHCR will continue to provide NBF support across all camps as a measure of last resort to safeguard the lives of child.</p> <p>If a non-breastfed infant under six months of age is identified by any partner (nutrition, health, or protection), the following pathways apply:</p> <p><b>Eligibility Criteria:</b> An infant may be classified as NBF if the mother has died during childbirth, is unable to breastfeed due to medical reasons, or if the child is unaccompanied or adopted.</p> <p><b>Referral for Legal and Protection Considerations:</b> Once an NBF infant is identified, the case must be reported to the Child Protection or protection team to ensure that all necessary legal procedures and safeguarding measures are followed.</p> <p><b>Referral for Nutrition Support:</b> The infant and their caregiver should then be referred to the nearest specialized IYCF corner, or directly to the Nutrition Site Supervisors and counselors, for a detailed assessment.</p> <p><b>Assessment and Support Process:</b> If the assessing agency is a UNHCR implementing partner, they can send an email to the IYCF focal point with the assessment report attached. Upon verification, UNHCR will provide NBF support.</p> <p>If the assessing agency is not a UNHCR partner, they should submit the case to their supporting UN agencies, UNICEF or WFP. UNICEF or WFP will then communicate with UNHCR by email to ensure the NBF support is provided.</p> <p>This structured approach ensures that all NBF infants across the camps are identified promptly, referred appropriately, and supported effectively, with clear roles and responsibilities for both UNHCR and UNICEF.</p>	Lead/co-lead	September
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### Participants (Organizations name in alphabetical order)

Organisation	Name of participant	Email address	Phone number
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