

## Minutes of Meeting of Food Security Cluster

Date: 30<sup>th</sup> January 2018, Place: IOM Meeting Room,

A meeting was organized by the Food Security Cluster at IOM meeting Room at 10am on 30<sup>th</sup> January 2018. Food Security Cluster members joined this meeting.

### The key agendas are:

1. Welcome and introduction
2. Joint Response Plan with Food Security Sector (FSS) Project Template
3. Guideline for FSS Gender in Food Security template
4. Flood and landslides risk analysis and its impact
5. AOB

Based on the above mention agendas, Sector Coordinator (SC), Mr. Davide Rossi started the discussion. The major discussion and decision are following:

### Discussion on Food Security Sector (FSS) Project Template:

There are three parts of the project template sheet. During developing project document partners have to fill it considering cross cutting issues (Gender, Environment and Inclusion).

- **Part I: Project summary** – In the project template partners have to write agency name, project title, project duration, objective, needs, project activities and contact details.
- **Part II: Project indicators and Budget Summary** – In the second part, we have to insert key project indicators and respective targets and provide a summary to the budget requirement. Where we need to fill up operation cost, staff cost and office cost as require. Sector Coordinator remind to all prepare realistic budget.
- **Part III: Population Targeted** – In the last part, we have to be identified details targeted population breakdown by location (sites/settlements or unions) and by sex age. And others areas to be covered.

Depends on the population type targeted, we will have to provide with different list of locations (refugee living in camps - list of settlements, refugee and Bangladeshi in host communities - list of unions).

- Basically, this is an Excel based and easy to understand project temple. On 1<sup>st</sup> first February, a training will be organized by the IOM. Project template will be developed both for host and Rohingya communities. Project template will share to sectors soon.
- Sector Coordinator again reminds to the participants that we must consider need assessment report that already prepared by IOM, Oxfam and FAO when project template is being develop.

## **Flood and landslides risk analysis and its impact**

- During meeting, from site management team presented a draft presentation on flood and landslides analysis and its probable impact. It has shown that at least 85876 individuals at risk of flood and 23,330 individuals of landslides. Site management team also shown that 30% land is useable and habitable.
- Partners and INGOs should have preparedness plan to meet crisis situation. Even we need forecasting plan and need storing ready to eat food, water, biscuits and other dry food materials. It should store near camp because during heavy rainfall road and communication services may be break down. IFRC, ACF informed their mitigation plan to the house.

Minutes prepared by

Md. Shahinur Islam  
Programme Coordinator-  
Relief for Unauthorized Myanmar Nationals  
COAST Trust