

NFIs TWiG meeting minutes and action points

Venue: Through ZOOM

Date/Time: 28/06/2020 at 10:00– 11:00 AM

Issues discussed	Action required/carried out
1. Welcome and brief introduction for the group members - Members of the group introduced themselves - Please refer to the attached attendance list.	None
Presentation of Agenda of the meeting by TWiG Lead - Reviewing NFI kit distribution protocol? Number of Items per HH - Beneficiary feedback on the basic NFI kits from the different organizations? Please revise your PDM reports and come up with the recommendations and conclusions in it for discussion. - Review of the cost of current NFI kits? Per package - Review the local sleeping mat specifications and cost- Will be shared by Wedad (PURE HANDS Org.) - How we can find a good plastic sheeting in the local or International market?	In depth discussions and experience sharing
2. Next meeting: Next meeting Schedule	C) The next meeting will be scheduled after 2 weeks

Key Action points agreed:

- ✓ Based on the agenda topics the group discussed about reviewing NFI kit distribution protocol? Number of Items per HH. We had only 2 members to say their vote regarding the same, one colleague suggested we keep the blankets and Mattresses as it is which is 7 numbers and the other colleague suggested to be reduced to 5 numbers; as we didn't have enough members in the meeting, most of them lost connection because of the Internet. We agreed to postpone this topic to our next meeting for further discussion.
- ✓ For the blankets we have 2 types, medium thermal and high thermal and their price is different, in our current NFI kit we have both of them in a same row and the average price is **5USD**, we need to change that to **6- 7USD** for the medium thermal blankets and **12-15USD** for the high thermal blankets.
- ✓ The PoCs use the medium blanket more than the high thermal blankets, therefore, the group agreed to the distribution of the high thermal blankets only in the winter season.
- ✓ The group suggested that after the review the number of the blankets and the number of the mattresses should remain the same in the kit, even the PoCs prefer so.
- ✓ The number of all other items in the NFI kit should not be changed like; Kitchen sets, buckets and sleeping mat.
- ✓ The specifications of the local made sleeping mat and the cost of the same was supposed to share by Co -chair agency (PURE HANDS ORG) but they were absent with apology. The same will be shared before our next meeting and discussed in our next meeting.
- ✓ Sleeping mat- The available size in the local market is 1.8x1.8m instead of the SC standard size of 1.8x0.9m with the same price mentioned in the NFI kit standard.
- ✓ There was only 2 members of the group who continued to participate the meeting to the end which are Hail from (YGUSSWP org) and Manal from (Look Inside Foundation for Development), the rest of the colleagues seem to have internet connection problems and they remained ON/OFF throughout the meeting with either no participation or minimal inputs to the discussed points.
- ✓ The meeting lasted 1hour and the next meeting will be scheduled to be after 2 weeks.

Attendance list

#	What is your name? / ما اسمك؟	Which organisation are you working for? - ما أسم المنظمة التي أنت تعمل بها	What is your role in your organisation? / ما هو دورك في مؤسستك (المسمى الوظيفي)؟	What is your email address? / ما هو عنوان بريدك الإلكتروني؟
1	Faiz Harmal	UNHCR	field Engineer	harmal@unhcr.org
2	Manal Abdullah Ahmed AL-Aghbari	Look Inside Foundation for Development	Program Officer	lifdye.org@gmail.com
3	Abdullah Saleh Alazap	Yemen Red Crescent Society	Projects Coordinator	a.azap@yemenredcrescent.org
4	Hail Yahay Badder	Yemeni General Union of Sociologists, Social Workers and Psychologists (YGUSSWP)	Shelter Project Officer	Yuoswp@gmail.com
5	Badar Abdule	Shelter Cluster	TWiG Lead	tech.yemen@sheltercluster.org
6	Najwa Abdullah	Best Future Foundation	President	najwa42001@hotmail.com