

## Summary Note on Accountability to Affected Population/Community Engagement Working Group Meeting (December)

<b>Date/ Time &amp; Venue</b>	22 December 2021, 2.00 – 3.30 PM (via MS Teams)	
<b>Chair / Co-chair</b>	WFP (Michelle Sanson), <b>Plan International</b> (Angelo Melencio)	
<b>Participants</b>	22 attendees, attendance record kept by OCHA	
<b>Agenda items and summary of discussion</b>	<b>Action Points</b>	
<p><b>1. Welcome and introduction of co-chairs</b></p> <p>The AAP/CEWG co-chairs presented the agenda for the meeting.</p>		
<p><b>2. October meeting minutes</b></p> <p>The November meeting summary was approved without further suggestions/feedback from the WG members. The summary will be uploaded to MIMU, and the link will be shared with WG members.</p> <p>Updates on action items in minutes from last meeting were as follows.</p> <ul style="list-style-type: none"> <li>▪ <i>OCHA to identify live translation and transcription options and relevant app for future use.</i> This meeting will try the caption and live transcription function of Microsoft teams. Meeting slides are in English and Myanmar language. In 2022 we will continue to explore options for Myanmar language live translation.</li> <li>▪ <i>Task Team to meet on the workplan.</i> The task team has met and come up with a draft workplan, the workplan is to be shared and reviewed in this meeting.</li> <li>▪ <i>Pursue case study on Rakhine CCCM CRM or NRC hotline.</i> Colleagues in Rakhine have assisted with the creation of a ‘good practice’ case study about the CCCM Complaints Response Mechanism Dashboard in camps run by DRC, NRC and LWF in central Rakhine. This will be shared on MIMU and in a publication featuring good practice case studies from the Asia Pacific being put together by OCHA.</li> <li>▪ <i>Rakhine able to use the survey tool used in the 2020 AAP survey at national level.</i> AAP CE survey in Rakhine has been sent out and data collected. A light analysis on the results has been done, it has been shared in the recent Sittwe ICCG meeting and there will be a meeting to discuss next steps soon.</li> <li>▪ <i>OCHA to share MHF AAP presentation slides on MIMU.</i> Completed, link to be shared to members by Annie.</li> </ul>	<p><b>#OCHA to upload November meeting summary to MIMU</b></p> <p><b>#OCHA to continue exploring live Myanmar language translation for AAP CE WG meetings</b></p> <p><b>#OCHA to share link to MHF presentation, along with other relevant MIMU links to recent uploads</b></p>	
<p><b>3. AAP/CE WG workplan</b></p> <ul style="list-style-type: none"> <li>• An update was provided on the development of the 2022 workplan for the AAP CE WG.</li> <li>• The Workplan Task team involved WG members from UNICEF, UNFPA, OCHA, WFP and Plan International (including representatives from PSEA Network and Rakhine WASH Cluster). A draft workplan was presented for partners' review and feedback, having been shared ahead of the meeting.</li> <li>• It was confirmed that OCHA would have a surge deployment to support the first point on the work plan – the development of an AAP CE dashboard – for 6 weeks from late January 2022. Although this seems a brief window, it is noted that common data points have already been discussed in 2021.</li> <li>• INGO Forum outlined challenges in having partners review the workplan and committing to aspects of it including: INGOs/CSOs registration and travel ban issues, protection issues, identifying partners and clusters for specific workplan sections, identifying central contact point. INGO Forum also mentioned the request for capacity development from</li> </ul>	<p><b>#OCHA to incorporate points discussed and circulate revised workplan to members, with a view to have workplan agreed upon and finalized at next meeting (Jan)</b></p>	

<p>ALWG, the fact that this group is looking to start meeting again, and that a meeting has been set up between ALWG and AAP CE WG representatives in January.</p> <ul style="list-style-type: none"> <li>• Next steps for AAP at Rakhine and the potential for AAPWG at regional/state levels was discussed although it was noted that there are already many WGs at sub-national level.</li> <li>• It was suggested that, in addition to trainings for those wishing to scale up AAP, it is useful for those already implementing it to workshop between themselves on key themes and challenges, such as data protection in CFM.</li> <li>• Feedback and suggestions were captured in the workplan during the meeting, which will be incorporated before the workplan document is re-circulated to AAP CE WG members for review and agreement by their management ahead of next meeting.</li> </ul>	
<p><b>4. Latest updates</b></p> <p>Interagency AAP updates since last meeting:</p> <ol style="list-style-type: none"> <li>1. <i>Opportunity for the translation of key interagency AAP resources:</i> <ul style="list-style-type: none"> <li>- UN Women is able to support the translation of interagency AAP resources. UN Women clarified that: resources would need to be received by 2<sup>nd</sup> week of January 2021; resources to be sent to OCHA AAP CE Specialist and then sent to UN Women in a batch to assist with translation planning; resources cannot be related to just one organization but must be relevant for interagency use.</li> <li>- Two resources are already in progress for translation: (1) AAP Glossary (2) AAP/CE WG ToR. Communicating with Disaster Affected Communities (CDAC) resources can also be translated.</li> </ul> </li> <li>2. <i>Basic interagency AAP training in Myanmar language</i> <ul style="list-style-type: none"> <li>- UNFPA has funding through the MHF to support the development of an interagency basic AAP training tailored to Myanmar context, and will conduct a ToT for 90 participants.</li> <li>- A National AAP Training Consultant, hosted by UNFPA, has commenced his work and he will be working closely with PSEA Coordinators and OCHA AAP CE Specialist to develop Interagency basic AAP training materials. English version of OCHA AAP global training resources will be uploaded to MIMU which can be broadly used across different agencies with different mandates and MIMU link will be shared with WG members.</li> </ul> </li> </ol> <p>Updates from related groups</p> <ul style="list-style-type: none"> <li>▪ GiHA is in the process of operationalizing a community of practice (CoP). ToR has been developed and the workplan for GiHA is now in review. Interested people with Gender and PSEA background are encouraged to join the CoP small group.</li> <li>▪ PSEA Network has finished reviewing the reporting framework and are now consolidating feedback from members. Endorsement from HCT is expected in January. There will be workplan review workshop in early January.</li> <li>▪ HACG hasn't been meeting regularly since the previous chair finished in Myanmar, but will begin to meet again in 2022. AAP CE WG reps to meet with new chair in January.</li> <li>▪ The ALWG hasn't met for some time but is looking to meet again in 2022. A representative has been invited to join AAP CE WG, and the INGO Forum has arranged a meeting between ALWG and AAP CE WG reps in January. The INGO Forum has flagged ALWG is interested in capacity strengthening in 2022 – mainly around challenges in implementing AAP CE in current context.</li> </ul> <p>Sub-national AAP updates</p> <p><i>Rakhine</i></p>	<p><b>#AAP CE WG members to send any AAP resources suitable for interagency use to Annie ASAP for translation (cut off 12 Jan 2021)</b></p> <p><b>#AAP CE WG members to send any training resources that could support the Myanmar Language AAP training development to Annie ASAP (cut off 12 Jan 2021)</b></p> <p><b># OCHA to share the link to the English language version of the basic AAP training developed by OCHA to be used as the basis of Myanmar language training</b></p>

- The Rakhine WASH Cluster has been gathering AAP 3Ws from WASH partners and the format of 3Ws has been presented to WG members. More information will be shared with WG members in due course.
- AAP CE survey has been carried out in Rakhine and results will be shared in January AAP CE WG meeting.
- Reference was made to the 'good practice' case study noted in 2. above.

#### Relevant updates from ICCG

- An update that the co-chairs of AAP CE WG are in place was provided, and the invitation to join the AAP CE WG was extended.
- As discussed in previous AAP CE WG meeting, the ICCG has been looking at response options in Mindat, but access remains a challenge. AAP CE WG will follow the developments and see what AAP/CE support may be required. This also speaks to AAP CE needs in similar responses going forward, as new conflict and humanitarian need is likely to manifest in other parts of the country where humanitarian operations have not been present previously.
- The need for an ICCG for the Southeast was discussed. Since this discussion at the national ICCG meeting, the first Southeast ICCG meeting has taken place. The approach to AAP/ CE in the Southeast will be discussed moving forward.

#### Useful links

- [AAP CE MIMU Site](#)
- [MIMU link to Basic AAP Training currently being contextualized and translated for interagency use in Myanmar](#)
- [MIMU link to minutes from November AAP CE WG meeting](#)
- [MIMU link to slides from November AAP CE WG meeting](#)
- [MIMU link to slides from presentation at MHF Workshop on Integration of AAP/CE in MHF proposals and projects](#)

**Next AAP/CEWG meeting: Wednesday, 2:00 – 3:30 PM, 26 January 2022**