

AAP/CE Working Group Meeting Minutes (May 2023)

Date/Time/Venue	24 May 2023 / 2.00 – 3.30 PM (MMR Time) / Zoom	
Co-Chairs	OCHA / Plan International (away)	
Participants	Attendance records stored by OCHA	
Agenda items and summary of discussion	Action Points	
<p>1. Welcome</p> <p>OCHA co-chair welcomed participants and presented the agenda for the meeting. Members were reminded of the availability of the simultaneous interpretation channel.</p>		
<p>2. April Meeting Minutes</p> <p>Review of April meeting minutes (to be uploaded to MIMU without names)</p> <p>Action points from April 2023:</p> <ul style="list-style-type: none"> • OCHA to upload January meeting minutes COMPLETE • OCHA to upload March meeting minutes COMPLETE • PSEA lead, CP AoR and AAP Specialist to meet and discuss CFMs in Myanmar further IN PROGRESS • WFP to do a presentation at next PSEA meeting, details to be shared with WG members also wanting to attend COMPLETE • Co-chair (OCHA) to arrange for UNICEF to do a presentation on their dashboard COMPLETE (June Meeting) • Co-chair (OCHA) to share translated work plan with members COMPLETE 	<p>#OCHA to upload April meeting minutes to MIMU</p> <p>#PSEA lead, CP AoR and AAP Specialist to meet and discuss CFMs in Myanmar</p>	
<p>3. Cyclone Mocha</p> <p>OCHA co-chair provided an update on recent activities in response to Cyclone Mocha:</p> <ul style="list-style-type: none"> • Clusters and other groups were developing and sharing awareness messages via email but this was inconsistent and cross-posting often occurred. MIMU created a Cyclone Mocha page and everyone started centralizing their resources under <i>Awareness Raising and Preparedness Messages</i>. Members were encouraged to share key messages directly with MIMU. All the information on this page is for public dissemination to affected people and organizations. • OCHA has released Flash Update #10 and started translating from Flash Update #8 onwards. These are also available on MIMU. • The RNA is still waiting for authorization to proceed. Additional questions cannot be incorporated at this stage but there will be a post-RNA review and questions around AAP can be added then for future assessments. OCHA co-chair is trying to find out more about the status of information provision on the ground. 		
<p>4. Updates: Member updates, relevant updates from related groups, sub-national AAP updates, workstreams updates</p> <ul style="list-style-type: none"> • UNICEF developed a range of safety messages for affected people on what to do before, during and after the cyclone. These were translated into Rakhine and other languages then shared with local partners and the CwC Working Group. UNICEF has also developed messages on snake bites, WASH and COVID-19. These are going to be translated and disseminated locally, together with a comprehensive booklet for frontline workers who are sharing the messages. UNICEF will also share other messages they are developing on MIMU and with their wider networks. 		

<ul style="list-style-type: none"> • The PSEA network has developed key messages in response to Cyclone Mocha that have been translated into Burmese and shared with partners, as well as uploaded to MIMU. The sub-national PSEA co-chairs have been conducting awareness raising activities and posting PSEA material in key locations. • UNFPA supports partners over a wide geographic area to strengthen their AAP work. For example, through including AAP related indicators such as the development of CFMs, capacity building, and training of staff and volunteers. Partners are encouraged to incorporate AAP into their work plans, carry out focus group discussions and interviews with key informants, and conduct post-distribution monitoring to obtain feedback. Partners utilize a range of feedback channels including suggestion boxes and hotlines. According to one UNFPA implementing partner, the community preference for a particular type varies. UNFPA supports budget allocation for innovative CFMs. • MRCS would like to set up a national CFM for the entire organization and is keen to learn from other groups that have done something similar. OCHA co-chair encouraged those that have had experience in this to make themselves available for separate discussions as such collaborations are beneficial. • CARE International has complaint and feedback mechanisms in all Myanmar field offices and partner offices. The feedback channels utilized most are phone calls, face-to-face, and suggestion boxes. These depend on the particular context and are driven by community preferences. All CARE International staff and partner staff have completed AAP training. Due to access restrictions, they have had to use innovative methods in their awareness-raising and feedback mechanisms e.g. distributing a small card with contact details rather than a big public display poster in Kayah. • WFP has been providing food, hygiene items and cash assistance as part of their emergency response to the cyclone. WFP has developed materials in a range of formats that explain what type of assistance affected people can receive, and what they can expect from humanitarians. WFP has also provided their office contact number so people can call to provide feedback. When telecommunications stopped functioning after the cyclone, they switched to an alternative temporary number so they could still be contacted. 	
<p>5. Recruitment of AAP Coordinator and IMO (Plan International)</p> <p>OCHA co-chair provided an update on the recruitment status of the national staff members. The process has been completed. More information will be available at the next meeting.</p>	
<p>6. AOB</p> <ul style="list-style-type: none"> • The AAP/CE WG ToR is being translated into Myanmar language and will be shared with members once complete • OCHA co-chair will draft an AAP mapping survey for members in order to better understand who is doing what and where in Myanmar • Although the common data points for the Community Voices Platform were agreed upon by the WG last year, these need to be reviewed and updated. OCHA co-chair will send these to members for comments and feedback. 	<p>#OCHA to share translated ToR</p> <p>#OCHA to share draft mapping survey</p> <p>#OCHA to share common data points for review</p>
<p>Useful links</p> <p>AAP MIMU Page http://themimu.info/sector/accountability-affected-people-aap</p> <p>AAP English – Myanmar Glossary http://themimu.info/sites/themimu.info/files/aap_public/Myanmar_AAP_CE_Glossary_ENG_MM.pdf</p>	

Interagency Myanmar language AAP training package

<http://themimu.info/sector/accountability-affected-people-aap> (under Interagency AAP Training Package)

Link for expression of interest in the self-paced online Myanmar language training on AAP: [link](#)

Log of interagency Myanmar language AAP training resources

http://themimu.info/sites/themimu.info/files/aap_public/Log_of_Myanmar_Language_Interagency_Training_Materials.pdf