AAP/CE Working Group Meeting Minutes – December 2023

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| **Date/Time/Venue** | 27 March 2024/ 2.00 – 3.30 PM (MMR Time) / Zoom |
| **Co-Chairs** | OCHA / Plan International |
| **Participants** | Attendance records stored by OCHA |
| **Agenda items and summary of discussion** | **Action Points** |
| **1. Welcome and Introduction*** New participants introduced themselves.
* The organizer explained the interpretation process to the participants.
* The organizer introduced the meeting agenda and started the presentation.
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| 1. **November Meeting Minutes, action items review**
	* PIM to upload December/January/February meeting minutes. IN PROGRESS
	* AAP Team to review and improve online training course with assistance of WG volunteers. IN PROGRESS
	* AAP team to develop and AAP resource guide and share with WG members IN PROGRESS
	* AAP Team to develop EOI for sharing knowledge and share it to the WG members IN PROGRESS
	* AAP Team to translate and share the AAP Self-assessment to WG members IN PPROGRESS
	* Initiate the AAP standard indicators workshop IN PROGRESS
 | #PIM to upload remaining meeting minutes. # National AAP Coordinator to share the AAP Self-assessment to WG members |
| 1. **Working Group Discussion**

**WG Members Update*** Total number of AAP/CE WG members remains the same as March 2024 with 340 members.

**EOI Update*** AAP/CE WG has developed EOI for AAP/CE Working Group Steering Committee ToR and will share to WG members. Interested organization can submit EOI to National AAP Coordinator.

**CVP Platform Update*** Expression of Interest (EOI) for the CVP-TWG will be developed and circulated to the working group members and interested organization can submit their EOI.

**AAP/CE WG Steering Committee TOR*** The CERF AAP Project Steering Committee (CAPS-C) will form to provide advice and guidance for the project across implementation partners. AAP/CE WG will develop ToR and EOI for steering committee and will update and share to the working group members. Interested organizations can submit their EOI to seek a spot in CAPS-C.

**Training Update*** AAP online course will be updated and will form the voluntary online course task force with working group members. A content writer will also be hired to develop the course content in a user-friendly and engaging manner. After finalizing the draft, the course will be shared with WG members.
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| 1. **Member Updates**
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| **AOB***
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| **Useful Links**[MIMU – Accountability to Affected People](http://themimu.info/sector/accountability-affected-people-aap)[Interagency Training Package in Myanmar Language](http://themimu.info/sector/accountability-affected-people-aap) (under Interagency AAP Training Package) [Log of Interagency AAP Training Resources in Myanmar language](http://themimu.info/sites/themimu.info/files/aap_public/Log_of_Myanmar_Language_Interagency_Training_Materials.pdf)[Register for the self-paced online AAP course in Myanmar language](https://docs.google.com/forms/d/e/1FAIpQLSfEbSu0oUR382Lt-H-2SCZDHkCEtuBGD0gyVAfEZL2BlPrqpw/viewform) |