**CASH WORKING GROUP**

**Meeting Minutes**

27 April 2016

**Attending organizations**

WFP, UNHCR, Shelter/CCCM/NFI Cluster, OCHA, ICRC, IFRC, TROCAIRE, UNICEF, Oxfam, American Red Cross, DCA, CARE, World Vision Myanmar, Metta, Food Security Sector, Inter-agency Cash Feasibility Mission Team

**Minutes**

1. Cash 4W

A draft snapshot (and a corresponding data matrix), based on compiled information from ten (10) organizations on 2016 planned/ongoing activities involving Cash Transfer Programming (CTP) as of March, was presented at the meeting for endorsement by the CWG. The snapshot provides an overview of current CTP in Myanmar, with the data matrix providing details of 4W information for operational purposes. A key recommendation was for IFRC and ARC to provide further MRCS information for inclusion in the snapshot before finalization and publication. Suggestions for the next round were for project durations to be more clearly highlighted on the snapshot, as well as to incorporate policy as one of the sectors in the 4W. Improvements to the data entry format will be considered for the next round.

Action points: IFRC/ARC to provide MRCS information for inclusion in the snapshot and 4W matrix. OCHA to finalise snapshot for publication. (Focal point: OCHA Norwin Schafferer, Eyram Dzitrie – asap).

1. Review standard operating procedures and key preparedness actions

A review and fine-tuning of the draft SOPs was undertaken by a small group of CWG members (OCHA, WFP, ICRC, ARC, UNHCR, ADRA). The second draft of SOPs defines the actions to be taken by the CWG in the event of a new emergency as well as the related timeframes and responsible stakeholders. The document now also includes the key preparedness actions which the CWG will endeavor to undertake in 2016. These are based on decisions taken at the CWG meeting on 22 January 2016 and will be reviewed on a regular basis by the CWG.

Action points: WFP and OCHA will finalise the document and add it to the CWG MIMU webpage. (Focal point: Norwin Schafferer – May)

1. Cash Value of Basic Commodities (Minimum Expenditure Basket update)

As agreed at the March meeting, the Minimum Expenditure Basket (MEB) which covers food, NFI/shelter and WASH items will be updated on a regular basis. It was agreed that a small core group of interested CWG actors will be convened by WFP to review prices at Township level and to update the MEB with inputs from sector/cluster leads.

Action points: WFP to convene small group of interested organisations and cluster/sector leads to review the MEB (Focal point: WFP Masae Shimomura – May)

1. Key messages

Following OCHA’s suggestion that the group develop key messages on CTP, draft key messages were shared at the meeting for consideration. Recommendations were made about highlighting the risks associated with cash transfers in insecure environments; mentioning the situation in remote camps of Kachin; and the fact that technological advances may increase opportunities.

Action Point: Oxfam, Trocaire and UNICEF to provide additional suggestions to OCHA and UNICEF to review message on social protection before finalisation (Focal point: OCHA Norwin Schafferer – May)

1. Inter-agency cash feasibility mission

A joint UN mission team from the headquarters of four agencies (WFP, UNICEF, UNHCR, and OCHA) briefed CWG members on a planned, joint cash feasibility workshop to take place during the last week of May. As part of a broader DFID-funded preparedness project, the four agencies aim to pilot an inter-agency cash feasibility study in four selected countries, including Myanmar. These would be based largely on the review of available secondary information plus collection of additional information where necessary, and aligned with the existing Emergency Response Preparedness Plan. The study would examine both the national and Rakhine contexts for the use of cash in emergencies. This preparatory mission held a number of meetings with in-country partners to refine the plans for the workshop and study. The mission highlighted that the aim was to make this exercise useful to the CWG. The workshop will be open to participants beyond the four agencies. This joint process should help gain a common view of cash feasibility in advance of the next disaster. Participants mentioned that although there were some good examples of coordinated implementation, there was so far no joint implementation. The need for simplicity of the outputs of this exercise was highlighted. It was also mentioned that coordination with government will be essential. Trocaire and Oxfam mentioned that they are currently undertaking feasibility studies for some of the remotest camps in Kachin.

Action points: In collaboration with mission team, update secondary data matrix with relevant reports on cash feasibility (Focal point: OCHA Norwin Schafferer, Eyram Dzitrie – April/May)