

Pyapon Food Cluster Meeting Minutes (Internal for Food Cluster Members)

16:30 – 18:00, 10th July 2008

Participants:

ACF, CARE, CESVI, MRCS, PACT, Samaritan's Purse, Save the Children, UNICEF, WFP, and World Vision

1. Pipeline Updates

- WFP updated participants on the pipeline situation in Pyapon. A transfer of 250 MT rice, 100 MT pulses, and 8 MT salt was completed from Yangon to Pyapon this week. Most of the transferred commodities have been allocated by WFP to its respective Cooperating Partners (CPs) for their earliest distributions.
- WFP will receive another 100 MT rice this weekend and more for the coming weeks. CPs were requested to continue keeping WFP updated on the prioritized areas among those listed in their food requests for July 2008.
- WFP reminded CESVI and World Vision-Kyaiklatt that their Monthly Food Request Letters (M&E Form H) for July 2008 had not reached WFP Pyapon yet.
- For the improved pipeline management, WFP requested that CPs would submit the Monthly Food Request Letters for August 2008 **no later than 15th July**.
- CPs were also requested to submit the Consolidated Distribution Reports (Form B) and Monthly Distribution Reports (Form D) for June 2008 by 15th July. It should be noted that **the earlier action will result in the earlier reimbursement of LTSH costs**. Participants agreed to make efforts to complete their monthly report submission by 5th of the following month.

2. Targeting

- WFP shared its targeting initiatives with participants. WFP phased out of the direct implementation in the downtown areas already. For household targeting, WFP conducts wealth ranking in its targeted villages. The results of the household targeting will be utilized for July distributions and onward.
- CARE reported that its household targeting based on owned rice field had been put in place under its Agricultural Response Programme. WFP strongly suggested to the CP expanding its experience to food assistance programme, combining its established targeting criteria with WFP's ones.
- Save the Children pointed out the big challenges that field staff would face in the process of household targeting. Household targeting is not easier than geographic targeting, commented the CP. WFP noted that concerned agencies should exchange more ideas on how they can work out together in a better way.
- ACF said that targeting was important but that targeting must not cause favoritism to a specific group of people. Agencies need a good coordination among them in geographic and household targeting so as not to overlap beneficiaries of food assistance, advised the ACF.
- CESVI shared its experience with other participants. The CP suggested assigning the local people who know the targeted areas very well to distribution coordinators. The local coordinators identify who is poor and who need food assistance according to CESVI targeting criteria.
- WFP committed itself to assisting its CPs in taking targeting initiatives. Agencies were requested to start the implementation in August 2008.

3. Post Distribution Monitoring

- WFP informed participants that post-distribution monitoring had been conducted by WFP staff in the field since Monday, 7th July. WFP pilot using M&E Form J in the areas under its direct implementation. WFP monitoring staff commented that it took 30 – 45 minutes to complete a form through a household interview.
- CPs were informed that WFP staff would conduct post-distribution monitoring in CPs coverage areas next week.
- No objection was raised by agencies regarding WFP's post-distribution monitoring in their coverage areas. However, some agencies advised WFP to give an advance notice to the interested agencies and the local authorities regarding any foreign expert's visit. Authorities are likely to be sensitive to the movement of foreign experts.

4. High-Energy-Biscuit (HEB)

- WFP told participants that HEB would not be distributed along with food for General Food Distribution any more. WFP intends to distribute HEB to primary school students in the areas where the communities request the distributions through targeted schools.
- The ration size of 1 packet (0.075 KG) / day / child was confirmed.
- Interested agencies were requested to submit a list of school names and student numbers to WFP Pya Pon by 12:00 p.m. on Monday, 14th July.

5. Other business

- **Coordination meeting in Dedaye:** CESVI invited all the interested agencies to inter-agency coordination meetings in Dedaye. The regular coordination meetings are chaired by WHO and held in CESVI-Dedaye office on every Friday at 17:00 p.m.
- **CP Focal Points:** WFP requested each CP to assign one staff as a CP focal point. He/she should sign the documents to be submitted to WFP, and WFP would contact him/her for any clarification on the submitted documents.

Next Food Cluster Meeting will be held on Thursday, 17th July 2008 at 16:30.

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