**Minutes from PSEA Network Meeting**

**Tuesday 25 February 10-11:30, UNOPS**

**Agenda**

1. Welcome and introductions
2. Presentation by UNHCR Information Management Officer, Matthew Richard, on data protection
3. Review of past meeting action points
4. Investigations training brief
5. Presentation by OCHA Humanitarian Affairs Officer, Mari Sawai, on the OCHA Investigations Fund
6. Reporting Framework workshop de-brief
7. PSEA Focal Points list
8. Action Plan progress update
9. Updates from individual organizations
10. AOB

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| **Summary**  | **Action Points**  |
| **Welcome and introductions** * See attached attendance list. Attendance is open to all so please invite other organizations that may be interested and/or any partners
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| **Presentation by UNHCR IMO: Data protection*** See PowerPoint presentation, which includes links to resources
* Suggestion for some colleagues to draft sample data protection policy for Network members
 | * Lian to call for volunteers to draft sample data protection policy
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| **Review of past meeting action points** * No pending actions; Network members encouraged to review organizational Action Plans together with Network Action Plan to identify areas of alignment
* Country-wide risk assessment facing some challenges; may end up being desk review only
 | * Country-wide risk assessment to be circulated once finalized
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| **Investigations training brief*** Procurement for training provider ongoing.
* Training likely to happen in May, but dates yet to be confirmed.
* Applications still open and deadline to apply is 15 March.
 | * Lian to inform once date confirmed.
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| **Presentation by OCHA: Investigations fund*** See PowerPoint presentation
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| **Reporting Framework workshop de-brief** * 56 participants
* 20 gave feedback
* 2 organisations contacted HQ to seek permission to share data
* Only few organisations shared data (0 cases) to date
* Participants who gave feedback indicated that they would have liked more time for case studies and discussion in plenary; most said it was relevant for focal points and useful.
* Suggestions included: include practical scenarios, plenary discussions in Burmese; more discussion time; at least 1 day; need willingness from HQ; continue meetings
 | * Network members encouraged to engage senior colleagues and HQ (where relevant) to implement Reporting Framework
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| **PSEA Focal Points list*** Permission sought to upload list to MIMU for members only (Network members have log-in details which will be re-circulated)
 | * Lian to re-circulate list for checking and then upload onto MIMU
* Re-circulate log-in instructions
* Lian to update once change request on MIMU is functioning
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| **Action Plan progress update*** Mostly on track for completion by end of 2020. Few stumbling blocks include: training material development, complaints mechanism mapping, due to recruitment issues.

**Updates from organisations** * PIN – Curriculum update on PSEA; starting March, conducting training for staff and partners; Hpa An, Myitkyina and Rakhine – Mrauk U, Sittwe. Participants: PIN newly recruited and admin staff.
* UNDP – Taskforce rolling out survey in March for UNDP. Shared some survey questions.
* IOM – 2Q roll out PSEA through managers’ training
* Save – FP in each office, rolling out policy in January
* UNICEF – Finished mandatory organizational assessment for local IPs, INGOs will be assessed by HQ
* Swissaid – developing PSEA action plan
* PSF – Consultant engaged to draft minimum requirements for partners, then will review
* ActionAid – training for partner CSOs, developing CoC, policies in place
* UNHCR – Screening and assessment of partners 2020, agree on work plan
* MHA – introduce policy to all staff, will assign 2 FP
* IRC – info session on action plan in January, selected FPs for field offices
* WFP – last week meeting with program staff working with partners, partners must have policy; if no CoC then must adopt
* VSO – review of existing partners, referral
* MMA – launched GBV case referral in Myanmar, shared with states and regions, shared contact for national FP with all states and regions
* NRC – PSEA policy final stage, waiting endorsement HQ; will conduct partner training with field office
* NPA – developed AP, set aside funding to work with local partners. Hire consultant to work to develop partner policies
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| **AOB/Date of next meeting*** No AOB
* May 2020, to be confirmed
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