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| EiE Sector Meeting24 Feb 2017 From 10:00 – 12:00, UNICEF Office, Yangon |
| Participants: LWF, Plan International, Save the Children SEEDS Asia, WVI , UNHCR, UNICEF  |
| Agendas | Discussed and Agreed Points  | Action points |
| Introduction and Indorsement of Agendas  | 1. Agendas of Meeting:

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| Updating the contact list: Status and Way forward  | EiE Sector coordinator shared the contact list of EiE sector two times to 22 organizations and nearly 47 people and requested them to update it. Nine organizations (Bridge Asia Foundation, LWF, NRC, SEED Asia, Save the Children, WVI, UNOCHA, UNICEF) have already shared the updated contact list. Agreed to share the contact list once more time and prepare the list with : 1. Contact list of all relevant organizations and their staff related to EiE
2. Mailing list of “Key people” for meeting, updating, and communication. In this list, there may be possibility of more than one person from each organization based on location and program coverage of the organization
3. Identification of focal person from each organization at national level as a key contact person for EiE sector Coordinator.
 | All agencies to share contact list with others and complete required info by 15th March 2017  |
| Key priorities for 2017 and Timeline | Two ideas that came out during the discussion about priorities (a) overall countrywide priorities of EiE sector including refugees and flood prone areas—currently not included in HRP and thus not in sector activities (b) priority based on Humanitarian Response Plan 2017. Considering the time and resources, for 2017 the team agreed to identify the priorities based on HRP 2017 and other key concerns. For long run, EiE sector will need to have overall country priorities of EiE sector, prepare response plan and explore the resources accordingly. Apart from implementation and reporting of HRP, following are the key areas identified as 2017 priorities:* + Identify needs & gaps and review caseload
	+ Explore funding opportunities/advocacy
	+ Link/harmonization between EiE and development program and actors
	+ Increase coordination with government and advocacy on incorporation of EiE sector’s needs in government’s strategy, plans and budget
	+ Prepare and share best practices of EiE sector internally and externally
 | Jane and Laxmi will work further and discuss in upcoming EiE Sector meeting on 29th March 2017 |
| EiE Sector ToR Review | * There were some discussion about the term - “cluster” versus “Sector”. Before 2013, Education Thematic Working Group (ETWG) took the responsibility for the coordination of EiE-related activities. Based on the need, this EiE sector was established in 2013 with a fully dedicated EiE sector Coordinator.
* Despite terminology, the “EIE Sector” acts like a cluster and will continue to work as is. Brief information is attached about Edu. Cluster and sector which is copied from the Education Coordinator Handbook 2010

 * No responses were received on shared ToR of EiE Sector during the meeting; agreed to provide two more weeks to provide inputs and comments.
 | EiE coordinator to share TOR to EiE Sector by 25th Feb. 2017Agencies to provide feedback on TOR by 10th  March. If not comments received, will consider approved. |
| Reporting | * Updating the 4Ws:

Requested all organizations who are working in EiE sector support the sub-national sector coordinators of Rakhine, Kachin and Shan to update the 4Ws on quarterly basis or more frequently if needed. There was discussion on the difficulties from some of the organization and updating the 4Ws in Kachin and Shan. However, 4Ws is about EiE sector and needs to reflect the program of all organizations who are working in EiE sector in Rakhine, Kachin and Shan. This is essential for transparency and accountability. All organizations working in these areas are requested to support sub national coordinator to update 4Ws or provide information at the national level if needed. Concerns from OCHA on 2016 report* EiE sector coordinator already shared the concerns raised by OCHA about 2016 year end monitoring report on 18th Feb. 2017. Some of the concerns were: coordination/collaboration with government; and linkage between & among the clusters/sectors like protection, WASH and education.
* In 2017, should work to increase coordination/collaboration with government and linkage between & among other relevant sectors/clusters.

Q1 report to OCHA (April 2017): * We need to submit the Q1 report to OCHA based on HRP 2017. Apart from indicators report, they may ask us report on how EiE sector has been contributing in the cross-cutting areas: Preventing and ending conflict; Promoting human rights law and principles ; Leaving No- One behind; Working differently to the end; Financing – investing in mundanity.
 | All agencies to review and update information in the 4Ws for Rakhine, Kachin and Shan Q1 report will prepare by sub-national and national coordinator in April 2017 based on OCHA guidelines  |
| Key Updates | Funding: MHF * 6th March 2017 is the deadline to submit proposal to OCHA. EiE sector coordinators have already shared the information and encouraged to prepare and submit a coordinated proposal in both of Rakhine and Kachin & Shan.
* Jane shared that DFID has shown an interest to know about the EiE sector in northern Rakhine. There has not been any commitment for funding yet but it is good to discuss a strategy for improving education and addressing gaps in education in areas of northern Rakhine.
 | Extended deadline is 13th March 2017 |
| EiE Sector Meeting Calendar | Last Wednesday of Every Month from 3:00-5:00 PM at UNICEF  | Commitment from each organization is essential to make EiE Sector functional. Active participation in meeting is the first step.  |