**Meeting Action Points**

**AAP Task Force Special ‘Brainstorming’ Meeting on Haiyan (Yolanda) Response**

**3.30 pm Geneva, Nov 14 – ICVA Meeting Room**

WFP outlined the plan to send a staff member to support AAP in Inter-Agency processes, the HC, DHC, HCT and ICCG. TORs briefly discussed.

Task Force suggestions for inter-agency AAP mission – look longer term, seek quick wins, prioritise first month, provide support to AAP active organisations, support government AAP (already strong), include reporting plan.

Further suggestions – share practical AAP tools, prepare key messages for country teams, share materials on website.

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| **Who**  | **What** | **When** |
| Matthew | Include more PSEA focus, reporting, govt support in TORs |  |
| Yo | send to Matthew the ECB material on messaging and Oxfam minimum standards and WASH accountability  | done |
| Maria | look at what is available for the key messages (after two calls tomorrow) |  |
| Zia | To send Mindanao messaging systems and thinking around TORs/AAP/CwC to Matthew and Brian |  |
| Matthew | Look at the options for website – OCHA/HAP |  |
| Matthew | Provide links to HAP and ECB websites |  |
| Brian/Matthew | Finalise changes to operational framework |  |
| Co-chairs | Pass message to the global cluster coordinators meeting on importance of AAP – provide links to CAAP and Operational Framework |  |
| Imogen | Will circulate messaging info – InfoasAid message library | done |
| Yo | will see if there is something that already exists in the Philippines (accountability working group) |  |
| Matthew | Inform PSEA task force and get them to be engaged on deployment | done |