



Meeting Schedule between 14/09/2009 and 18/09/2009

Colombo, Jaffna, Mannar, Trincomalee and Vavuniya Districts

(Please be aware that meeting times and locations change frequently.)

Date	Time	Subject of the Meeting	Frequency	Chaired by	Contact Person(s)	Venue	Notes
Colombo							
Wednesday, 16 September, 2009	10:30	Operations Management Team Meeting	Fortnightly	Moise Halafu	Nadeeka Jayasinghe, OMT Associate, 011 2768555 ext:238, nadeeka.jayasinghe@undp.org	UN Conference Room	Closed Meeting.
Thursday, 17 September, 2009	10:00	IDP Protection Working Group meeting	Fortnightly	UNHCR	Menique Amarasinghe, Assistant Protection Officer, 011 2683968, amarasin@unhcr.org	UNHCR Conference Room, 97 Rosmead Place, Colombo 7	Closed Meeting by invitation only.
Friday, 18 September, 2009	08:30	CHA Eastern Forum	Weekly	CHA	CHA - Human Security Response Programme, 011 4737782/ 3, 4610943, hsrpinfo@cha.lk	Caritas- SEDEC auditorium, 133, Kynsey Road, Colombo 8	Open to all Government and Operational Agencies, Private Sector and Private Institutions.
Jaffna							
Monday, 14 September, 2009	14.00	Livelihood Sector Working Group Meeting	Monthly	UNDP	K.Nishanthan, Head Of Office, UNDP, Jaffna, +94 212 222 277, k.nishanthan@undp.org	UNDP, Jaffna.	
Tuesday, 15 September, 2009	09.00	Mine Action Coordination Meeting	Weekly	UNDP MA	Murugathas, Mine Action Officer, +94 212 223 886, vartharajah.murugathas@undp.org	Mine Action Office, Kachcheri, Jaffna.	
Wednesday, 16 September, 2009	10.00	Education Clustor Meeting	Monthly	JRS	+94 773 733 782, Head of Office, +94 212 222 276, daraki@unicef.org	Jesuit Refugee Service, Jaffna.	
Thursday, 17 September, 2009	15.30	Wat San Sectoral Meeting	Monthly	UNICEF	Thayaparan, Programme Officer - WASH, +94 212 222 276, ythayaparan@unicef.org	UNICEF, Jaffna	

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Mannar							
Thursday, 17 September, 2009	10.30	Livelihood Package Standardization Meeting - Mannar	Monthly	UNDP - Mr.Santhiapillai Augustine	Mr.Santhiapillai Augustine - UNDP, Field Programme Officer, 0232250035, 0232250036, santhiapillai.augustine@undp.org	UNDP Meeting Hall - Mannar	Meeting participants: All UN, INGOs, NGOs and Government who are working in this sector in the district
Vavuniya							
Monday, 14 September, 2009	09:00	Food Cluster Coordination Meeting - Vavuniya	Weekly	UNWFP - Mr.Mitchell Carlson	Mr.Mitchell Carlson - UNWFP, Head of Office, 0242221781, Mitchell.Carlson@wfp.org	WFP Meeting Hall - Vavuniya	Meeting participants: Govt, UN INGOs and NGOs.
	15:00	INGO Head Of Organization Meeting - Vavuniya	Weekly	Rotating Chairpersons	Ms. Maja Zotovic - UMCOR, HoO, 0242221290 / 0245672440, mzotovic@gmail.com	SOLIDAR Meeting hall, Vavuniya	Meeting participants: HoO or OIC of all INGOs working in Vavuniya
	16:30	Emergency Shelter Coordination Meeting - Vavuniya	Weekly	UNHCR - Mr.Chris Nixon	Mr.Brian Lund Povlsen - UNHCR, Shelter Coordinator, 0242221509 / 0242221510, POVLSEN@unhcr.org	UNHCR Meeting Hall - Vavuniya	Meeting participants: Govt, UN, INGOs and NGOs who are working in this sector in the district.
Tuesday, 15 September, 2009	09:00	Inter Agency Emergency Coordination Meeting - Vavuniya	Weekly	UNFP	Mr.Brendan - UNOCHA, Senior Humanitarian Affairs Officer, 0242224873 / 0244922044,, ocha.vavuniya@gmail.com	UNHCR Meeting hall, Vavuniya	Meeting participants: HoO or OIC of IASC members
	10:30	Water Supply/ Bowsering Meeting - Vavuniya	Weekly	NWSDB	Ms.Nicole Hahn - UNICEF, WASH Cluster Coordinator, 0242223485, nhahn@unicef.org	NWSDB office at Manic Farm (APK)	Meeting participants: all agencies involved in water bowsering to Manic Farm and other IDP sites, including the transit sites in Vavuniya town.
	15:00	Early Recovery Coordination Meeting - Vavuniya	Monthly	GA - Mrs.P.S.M.Charls	Mr.N.Kamalathas, Field Programme Officer, 0242220610, xavier.blais@undp.org,	GA Office Meeting Hall - Vavuniya	Meeting participants: Govt, UN and INGOs who are working in the cluster in the district.

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Vavuniya							
Tuesday, 15 September, 2009	17:00	Inter Cluster Coordination Meeting -Vavuniya	Weekly	UNOCHA - Mr.Brendan	Mr.Brendan - UNOCHA, Senior Humanitarian Affairs Officer, 0242224873 / 0244924742,, ocha.vavuniya@gmail.com	UNHCR Meeting hall, Vavuniya	Meeting participants: Cluster Leads only
Wednesday, 16 September, 2009	09:00	Protection Cluster Group Meeting - Vavuniya	Weekly	UNHCR - Ms.Anna Pelosi	Ms.Anna Pelosi- UNHCR, Protection Officer, 0242222550, pelosi@unhcr.org	UNHCR Meeting hall, Vavuniya	Meeting participants: The Protection agencies UNHCR, UNICEF, OCHA, DRC, NRC, ICRC, SCiSL, HRC, SEED, CHA FORIT HI only (closed)
	14:00	Logistics Cluster Coordination Meeting - Vavuniya	Monthly	WFP - Mr.David Allen	Mr.D.Paramasivarajah - WFP, Logistic Assistant,, 0242221086, david.allen@wfp.org/ devarajah.Paramasivarajah@wfp.org	UNHCR Meeting Hall - Vavuniya	Meeting participants: Govt, UN and INGOs who are working in this areas in the district.
	16:00	Hygiene Promoters Meeting - Vavuniya	Weekly	UNICEF - Ms.Radhika	Ms.Radhika - UNICEF, Project Officer, 0244588007, rsivakumaran@unicef.org	OXFAM Meeting Hall Vavuniya	Meeting participants: Govt, UN and INGOs who are working in this Cluster in the district
Thursday, 17 September, 2009	09:00	Education Coordination Meeting - Vavuniya	Weekly	ZED - Vavuniya South	Mrs.V.R.A.Osweld - ZED, Zonal Education Director, 0242222165, draosweld@gmail.com	South Zonal Education Office - Meeting Hall	Gov, UN and INGOs who are working in the cluster in Vavuniya district
	16:00	WASH Cluster Coordination Meeting - Vavuniya	Weekly	UNICEF - Ms.Kit Dyer	Ms.Kit Dyer - UNICEF, WASH Cluster Coordinator, 0242223485, kdier@unicef.org	OXFAM Meeting Hall, Vavuniya	Meeting participants: Govt, UN and INGOs who are working in this Cluster in the district
Friday, 18 September, 2009	09.00	NFRI Coordination Meeting - Vavuniya	Weekly	UNHCR - Mr. Francis Muwonge	Mr. Francis Muwonge - UNHCR, Associate Program Officer, 0773815241/ 0242221509, muwonge@unhcr.org	UNHCR Meeting hall - Vavuniya	Meeting participants: All UN, INGOs of NGOs who are working in the cluster in the district.

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