

## **Task Team on Preparedness and Resilience Terms of Reference**

### **1. Background/Expected Results**

#### **Background to Preparedness and Resilience**

The Preparedness and Resilience Task Team was created as a result of preparedness, including element of disaster/risk management, and resilience being noted as priorities by the IASC Principals. The TT absorbs portions of the work of the IASC SWG on Preparedness as well as of the IASC Task Team on Preparedness Financing.

#### **Expected Results**

IASC preparedness will enable a more effective IASC response, including for recovery, and at the same time IASC organizations will demonstrate that a range of humanitarian actions, including preparedness, can contribute to building the resilience of communities and nations at regional, national, and local levels.

#### **Workstreams and Objectives**

The Task Team will have following three workstreams and objectives, related to:

1. IASC Preparedness  
Identify gaps, develop and disseminate guidance and tools related to the IASC preparedness/readiness, in conjunction with the Humanitarian Programme Cycle (HPC) “hybrid group” and provide early warning reporting with early action recommendations to the Emergency Directors Group.
2. Country Capacity Building and Resilience  
Identify gaps, strengthen and disseminate guidance and tools, including through the HPC, on humanitarian contribution to resilience-building at country level.
3. Advocacy and Policy Influence in Post 2015 Global Processes  
Design concrete strategies to engage and advocate for both IASC system’s preparedness and the contribution of humanitarian action to resilience in relation to various post 2015 global processes.<sup>1</sup>

Deliverables for each include:

1. IASC Preparedness
  - Technical guidance on the IASC ERP approach
  - Bi annual and ad hoc EWEA reports
  - First edition of InfoRM
  - Internal preparedness advocacy strategy and tools
2. Country Capacity Building and Resilience
  - Roll out of the IASC Common Framework
  - Lessons Learnt/Best Practices/Guidance on linking humanitarian and development actors in building resilience of countries and communities
  - HPC reference module reflecting resilience strengthening objectives and actions.
3. Advocacy and Policy Influence
  - Engagement strategies with various target partners (development actors, donors, and governments) to achieve comprehensive and coordinated support for preparedness and resilience
  - Mapping of relevant global processes and key messages on preparedness and resilience.

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<sup>1</sup> UN Framework Convention on Climate Change, World Humanitarian Summit, World Conference on Disaster Risk Reduction, Hyogo Framework for Action 2, Sustainable Development Goals

## 2. Working Methods

### Chairs/Co-chairs

The Task Team will have two Co-Chairs: one from WFP (whose responsibility will include completion of work carried over from the SWG on Preparedness); and one from UNDP/BCPR. The Co-Chairs also provide a balance between near term emergency preparedness and response and linkages to longer-term development action. It is envisaged that Chairing arrangements will be reviewed in December 2014.

### Secretariat

OCHA will serve as the secretariat of the task team. The tasks undertaken by the secretariat include:

- with information provided by participants of the Task Team, the secretariat supports the Co-Chairs in drafting the annual work plan for discussion and agreement by the Task Team;
- maintains an e-mail distribution list of participants
- convenes meetings of the Task Team at the request of the Chairs
- drafts and distributes the agenda and minutes and keeps a participants' list for each meeting;
- prepares materials for distribution to the Task Team and facilitates the flow of communication; and
- works closely with the IASC Secretariat to ensure that the IASC website and calendar are updated with information relevant to the Task Team.

### Participation

- The Task Team is open to representation by IASC members. Representation should be of sufficient seniority and professional background such that they can commit their organisation to undertake action associated with the Work Plan and endorse outputs of the Task Team.
- Participants represent their organisations and, where applicable, ensure that their WG or EDG representatives or Principals are regularly briefed on the Task Team's work and progress.
- With the concurrence of the Co-Chairs the Task Team may broaden participation beyond IASC members and invite experts, donors, governments or other institutions to provide technical input or to discuss relevant issues, when needed.

Recognizing the need to better reflect the multilateral composition of the IASC, the Task Team will make special effort to include NGOs and other non-UN members of the IASC in its work, and especially in its missions to field-test and operationalize guidance on preparedness and resilience.

### Meeting schedule and frequency

For 2014 the Task Team will meet quarterly. Frequency of meetings will be reviewed in December 2014. Teleconference access will be available for these meetings. Individuals involved in specific work streams may need to meet more often.

### Funding and Resources

Participation in the Task Team is on an organisation self-funded basis. If funding of studies and field testing is required for the Task Team Work Plan, this will be identified in the workplan and undertaken as in-kind activity by member organisations or additional resources will be mobilised by the Task Team.

### Special Considerations

In its activities, the Task Team will be informed by the need to consider humanitarian action through the use of various analytical tools that reflect unequal access to resources and protection, including ethnicity, language, minority status, disability, etc.

### **3. Reporting**

#### **Accountability**

The 84<sup>th</sup> IASC Working Group in March 2013 agreed that Task Teams are to be “accountable to the Working Group.” In order to support Task Teams, IASC Working Group Sponsors will work closely with the Task Team to meet its objectives and ensure links with the IASC Working Group. The Task Team Co-Chairs and WG Sponsors are responsible for ensuring their Task Team’s accountability to the WG. UNICEF and FAO representation on the WG will act as Co-Sponsors.

The Task Team will liaise, as required, with the other IASC Subsidiary Bodies (Task Teams, Reference Groups etc) to ensure that its output is consistent and compliant with the thematic priorities and established policies of the IASC.

#### **Reporting to the WG**

The WG will be required to endorse content injected to iterations of the Humanitarian Programme Cycle Reference Module, normally as part wider updates to the Module. Progress updates, when requested by the Working Group, can be provided in writing, for information. The process to place an item on the WG’s agenda is at Annex B.

#### **Reporting to the Emergency Directors Group**

An Analysis and Early Warning Group will provide early warning reporting to the Task Team. The Co Chairs will then provide Early Warning Early Action reporting to the Emergency Directors Group.

The Task Team will liaise, as required, with the other IASC Subsidiary Bodies (Task Teams, Reference Groups etc) to ensure that its output is consistent and compliant with the thematic priorities and established policies of the IASC.

Given that its membership overlaps with the membership of ISDR’s IAG, the Task Team will collaborate on the issue of preparedness and resilience with the ISDR system.

#### **Monitoring implementation**

The Task Team Working Group Sponsors and Co-Chairs are responsible for monitoring implementation of the Task Team’s objectives and work plan, with the support of the IASC Secretariat.

**IASC Working Group Sponsors:** Ted Chaiban (UNICEF) and Dominique Burgeon (FAO)

**IASC Task Team (Co-)Chair(s):** Anthony Craig (WFP) and Maxx Dilley (UNDP)

## **Annex B: The Role of IASC WG Sponsors**

The term 'Sponsor' is a new designation at the IASC. In essence, a Sponsor is a Working Group member who oversees and advocates for a particular priority, and ensures that policy development for the said priority is aligned at all levels – from designation by the Principals, through discussion at the WG, and through elaboration at the Task Teams. In some cases, the Sponsor will also be a Co-Chair of a Task Team (TT)/Reference Group (RG); where this is not the case, the Sponsor should ideally be from the same organization as the Co-Chair of the relevant TT/RG.

More precisely, the functions of WG Sponsors are as follows:

- Act as a manager, or focal point, for the IASC priority;
- Ensure a liaison function between the TT/RG and the WG;
- Advocate for the priority or the TT/RG's work vis-à-vis the WG, when necessary;
- Facilitate the TT/RG getting items on the WG agenda for discussion and decision, when necessary;
- Provide strategic guidance to the TT/RG; and
- Work closely with the TT/RG (Co-)Chairs to ensure accountability of the TT/RG to deliver on the expected results within the set time frame.

As the IASC Secretariat closely follows each of the IASC subsidiary bodies, the WG Sponsors can call upon the IASC Secretariat to support them in the above functions.