
IASC Sub Working Group on the Consolidated Appeals Process
TERMS OF REFERENCE

Date established: 1998

End of mandate: *ongoing*

Background

The concept of consolidated appeals was laid down in the General Assembly (GA) resolution 46/182, which stated that, for emergencies requiring a coordinated response, the Secretary-General would ensure the issuance of consolidated appeals covering all concerned organizations of the system and prepared in consultation with the affected State. To this end OCHA has undertaken a number of activities and initiatives designed to support the Inter Agency commitment to a strengthened Consolidated Appeals Process (CAP). In 1998 OCHA held a series of consultations with a broad spectrum of humanitarian partners, who expressed the need for closer inter-agency attention to a number of specific issues surrounding the effective implementation of a Consolidated Appeals Process. The IASC Sub-Working Group on the CAP, established in April 1998, is responsible for addressing these issues and to give consideration to the measures that can be taken to correct the shortcomings and weaknesses of the process. Particular attention has been given so far to improving the strategic planning within the CAP, standardizing the procedures for the preparation of appeal documents, promoting monitoring mechanisms for the CAP and training staff at HQs and in the field.

List of Members

FAO, IOM, OCHA (Secretariat), UNDP, UNFPA, UNHCHR, UNHCR, UNICEF, UNV, WFP, WHO, ICRC, IFRC, ICVA, SCHR

Summary of Terms of Reference

The overall aim of the SWG on the CAP is to foster a closer inter-agency collaboration with regard to the CAP. The ToR include: Strengthening the planning and strategic component of the appeal process; streamlining the CAP with other funding and programming mechanisms such as the Round Table Process, the Consultative Group, and the UN Development Assistance Framework (UNDAF); dovetailing the CAP with the Strategic Framework; identifying an appropriate role for donors in the process; strengthening the role of the UN Humanitarian Coordinator as a facilitator of the process; identifying standard procedures and modalities for the inclusion of NGOs in the CAP process; streamlining special concerns for children, women and human rights; promoting training initiatives devised to strengthen the process.

Achievements/Products

- Improved planning and strategic component in the CAP and in the appeal documents;
- Mid-term reviews of all appeals carried out for the first time in 1999;
- Familiarization and training exercises carried out at HQs and in the field;
- CAP training materials developed;
- Technical Guide drafted for the preparation of consolidated appeal documents, then expanded into Technical guideline for the CAP;
- Question and Answer tool prepared to help broaden the understanding of the process;
- Power point presentation tool prepared to transmit basic concepts on the CAP.

Future Priorities / Work Programme

- Standardization of the procedure leading to mid- term review of the appeals;
- Involvement of NGOs and the Red Cross Movement in the CAP;
- Identification of standard procedures for incorporating a security component in the CAP;
- Follow-up on training exercises and standardization of approaches;
- Mainstreaming gender and human rights in the CAP;
- Enhancing the public information approach to the CAP;
- Dovetailing the CAP with the UNDAF;
- Streamlining the CAP with other funding mechanisms (Round Table/CG)

In addition, a number of outstanding issues concerning the CAP have been identified by the participants in the Inter-Agency Training of Trainers' Workshop on the CAP (Delphi Survey). These issues are currently being examined and will be submitted to the Sub-Working Group for review and follow-up.