

Follow Up Action Point Matrix
51st IASC-WG Meeting
25-26 November 2002

AGENDA ITEM	ACTION POINTS	FOCAL POINT	TIMEFRAME
Iraq	<ul style="list-style-type: none"> • Decided that the immediate next steps to take further the preparedness process would include finalisation of two separate documents: 1) framework document (or regional plan), and 2) document for donors; • The draft regional contingency plan document should be finalised and submitted to the UN DSG Steering Group meeting in New York by 6 December; • Requested IASC members to have inputs including respective funding requirements ready by 4 December for the planned document for donors. This will be discussed in the inter-agency meeting planned for 2 December; • Agreed to broaden the involvement of agencies in the process to include all interested IASC members; • Requested OCHA to take the necessary steps to ensure that initial funds from CERF can be made available as soon as possible to enable necessary preparedness and pre-positioning measures; • Requested agencies to submit their funding requests from CERF to OCHA NY (Kevin Kennedy) by 29 November 2002; • Agreed on the need for greater coherence between security and contingency planning efforts and assumptions and requested OCHA to take the necessary action with UNSECOORD; • Agreed on the need to consider carefully the impact of evacuation of international staff on national staff and programme delivery; • Underlined the need for close involvement by the RC/(HC)s in the contingency planning; • Reiterated the urgent need for improved interaction with OIP and UNOCHI; 	<p style="text-align: center;">Contingency Planning RG</p> <p style="text-align: center;">OCHA/Contingency Planning RG</p> <p style="text-align: center;">IASC Agencies</p> <p style="text-align: center;">Contingency Planning RG OCHA</p> <p style="text-align: center;">IASC Agencies OCHA</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">15 December 2002</p> <p style="text-align: center;">6 December</p> <p style="text-align: center;">4 December (Completed)</p> <p style="text-align: center;">Immediately</p> <p style="text-align: center;">29 November (Completed)</p> <p style="text-align: center;">29 November (Completed) Immediately</p> <p style="text-align: center;">30 December</p> <p style="text-align: center;">Immediately</p> <p style="text-align: center;">Immediately</p>

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	<ul style="list-style-type: none"> • Acknowledged the good work done to date on the JLC and agreed that interested operational agencies should be invited to take part in discussions on joint efforts in the area of telecommunications and logistics; • Reaffirmed the need to identify the regional operational base noting the three earlier proposed locations (Amman/Cairo/Geneva) as options for a regional operational centre and agreed on the need for preparedness to take the final decision and to operationalise it; • Agreed on the need to explore the issue of military-civilian interface through OCHA. 	<p style="text-align: center;">WFP, UNHCR</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">Immediately</p> <p style="text-align: center;">30 December (As of 9 Dec, Cyprus was proposed)</p> <p style="text-align: center;">Immediately</p>
MCDU Review	<ul style="list-style-type: none"> • Endorsed the recommendations of the MCDU review with the recognition that the fundamental issue of the relationship between military and humanitarian actors needed to be clarified in order to guide the implementation of the review recommendations; • Recognised the need for a close linkage between the IASC and the MCDU; • Agreed that the follow-up to and implementation of the recommendations related to structure, staffing and the management of the MCDU remain the prerogative of OCHA. 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">June 2003</p>
Guidelines for the use of MCDA in Complex Emergencies	<ul style="list-style-type: none"> • Acknowledged the work done to date on the draft MCDA guidelines. • Provisionally accepted the guidelines with recognition that additional efforts were needed to address the outstanding issues of 1) MCDA as last resort, 2) the control of the MCDA, and 3) distinction between belligerent and non-belligerent military assets, before the draft guidelines could be finalised and endorsed • Requested OCHA to convene an informal consultation with interested IASC members as soon as possible to further work on the three areas of concern and to reach consensus on 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">30 Dec</p> <p style="text-align: center;">Completed. Additional meeting was held on 4 December 2002. The</p>

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	<p>disputed parts of the text. The consultation was scheduled to take place in Geneva on Friday 29 November at 11.00 hrs;</p> <ul style="list-style-type: none"> • Agreed that the draft guidelines could be disseminated to the field accompanied with a cover note outlining the areas of concerns raised in the IASC-WG meeting. This however would not happen before the informal consultation with interested IASC members. 	OCHA	6 th draft version was circulated on 12 December. June 2003
Review of the CAP launch	<ul style="list-style-type: none"> • Supported the idea of requesting the establishment of an International Humanitarian Day in late November or early December; OCHA was encouraged to make the necessary demarches towards the General Assembly; • Agreed on the need for early consultations regarding 1) the choice of the CAP 2004 launch locations and CAP countries and 2) the CAP theme; • Agreed that necessary steps should be taken to increase media interest in the CAP launch; underlined that the focus of the media and advocacy should be on the situation in the affected countries, less so on the CAP as a tool; • Agreed to consult with the Geneva donor group as part of lessons learned to see how greater donor involvement could be ensured in the donor meetings following the CAP launch; • Supported the concept of decentralised launches, with the active participation of HCs and Heads of Agency. 	<p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA IASC Agencies</p> <p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">Nov 2003</p> <p style="text-align: center;">Mar 2003</p> <p style="text-align: center;">Nov 2003 (ERC reiterated on the need to focus on the situation of the affected at the 9 Dec Plenary) Feb 28 2003</p> <p style="text-align: center;">Nov 2003</p>
UNJLC Activation Protocol	<ul style="list-style-type: none"> • Endorsed the proposed activation protocol for the JLC pending slight revision of the text. Agreed that the revised version would be circulated electronically by the IASC Secretariat for 	IASC Secretariat	Completed (29 November 2002)

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	<ul style="list-style-type: none"> • endorsement; • Agreed that the proposed consultative core group would consist of key UN agencies, a representative of the Red Cross movement, an NGO representative and, when appropriate, MCDU. 	WFP	Ongoing
Update on the Work of the IDP Unit	<ul style="list-style-type: none"> • Endorsed the proposed Protection Survey and IDP Response Matrix, emphasising the need for close linkage between the two processes; • Requested the Unit to review the definition “international protection if IDPs” referred to in the first page of the Protection Survey and underline that protection is the responsibility of the national authorities; • Requested that the results and any recommendations of the IDP Response Matrix and the Protection Survey should be presented to the IASC-WG for comments and discussion; Requested the IDP Unit to propose principles for updating the IDP Matrix; • Encouraged the IDP Unit to engage the Senior Inter-Agency IDP Network more actively; • Agreed that the external review of the work of the Unit would also include review of the collaborative approach highlighting issues of accountability and responsibility. 	<p style="text-align: center;">IDP Unit</p> <p style="text-align: center;">IDP Unit</p> <p style="text-align: center;">IDP Unit</p> <p style="text-align: center;">IDP Unit/Sr. Network</p> <p style="text-align: center;">IDP Unit</p>	<p style="text-align: center;">June 2003</p> <p style="text-align: center;">Ongoing</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">Ongoing</p> <p style="text-align: center;">June 2003</p>
Revision of ToR of HCs	<ul style="list-style-type: none"> • Agreed on the substance of the draft text, noting that further revisions would be made to accommodate comments provided during the HC Retreat as well as comments provided by the RC Issues Group and the IASC members in the meeting; • Requested that the revised draft ToR be circulated for electronic endorsement; • Requested the Chair of the IASC-WG to respond to the letter from the UNDG RC Issues Group and explain the decisions taken at the IASC WG meeting; • Agreed to proceed in principle with the plan to present a finalised revised ToR at IASC Plenary meeting on 9 December, with a possibility for more time if necessary; 	<p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC WG Chairperson (Ross Mountain)</p> <p style="text-align: center;">IASC Secretariat</p>	<p style="text-align: center;">9 December (4th version of draft ToR was completed)</p> <p style="text-align: center;">30 December</p> <p style="text-align: center;">20 December</p> <p style="text-align: center;">9 December (process is pending due to finalisation of ToR)</p>

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	<ul style="list-style-type: none"> • with a possibility for more time if necessary; • Agreed on the need to develop criteria for deploying Regional HCs. 	IASC Secretariat	June 2003
Follow-up to the HC Retreat	<ul style="list-style-type: none"> • Reaffirmed that the IASC would follow up on those recommendations that concern IASC activities; • Acknowledged the need to strengthen the dialogue and contacts between the IASC and the HCs; • Reaffirmed the policy to invite HCs (or other country team members as appropriate) systematically to the IASC-WG discussions; • Agreed on the need for more systematic training and orientation for the HCs; • Underlined the need to clarify the accountability line between FSO and HCs/DOs in the matrix provided by UNSECOORD. 	IASC Agencies IASC Secretariat IASC Secretariat OCHA, IASC Agencies OCHA	Nov 2003 Nov 2003 June 2003 Nov 2003 June 2003
Taskforce on Protection from Sexual Exploitation and Humanitarian Crisis	<ul style="list-style-type: none"> • Endorsed the continuation of the Task Force and implementation of the plan of action in 2003 in light of the findings of the Task Force mission to Liberia and Sierra Leone; • Requested the ERC or the Chair of the IASC-WG to liaise with the World Bank to obtain their endorsement for the Plan of Action. 	N/A OCHA	N/A Jan 2003
Reference Group on Gender and Humanitarian Assistance	<ul style="list-style-type: none"> • Welcomed the new co-chair of the RG; • Agreed that the RG on Gender and Humanitarian Assistance should continue its work in 2003; • Requested that the RG focus on the gap between guidelines on gender mainstreaming and implementation; • Encouraged linkages with other mechanisms focusing on gender issues. 	N/A N/A Gender RG Gender RG	N/A N/A June 2003 June 2003
Reference Group on Humanitarian Action and Human Rights	<ul style="list-style-type: none"> • Endorsed the work plan for 2003; • Endorsed the Frequently Asked Questions; • Requested that priority be given in 2003 to developing guidelines on human rights and humanitarian action for HCs. 	N/A N/A HAHR RG	N/A N/A Dec 2003

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Reference Group on Preparedness and Contingency Planning	<ul style="list-style-type: none"> • Praised the work conducted so far by the RG, and its special contribution to the Middle East planning process; • Endorsed the RG's workplan for 2003 noting that a more detailed plan would be developed and shared with the IASC members; • Encouraged all Country Teams to engage in contingency planning and in implementing the contingency plans; • Requested IASC members to include contingency planning in their respective training; • Supported efforts to increase linkages with other processes e.g. CAP, and suggested the senior level missions systematically enquire about contingency planning efforts. 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Contingency Planning RG</p> <p style="text-align: center;">CTs</p> <p style="text-align: center;">Agencies Contingency Planning RG</p> <p style="text-align: center;">Contingency Planning RG</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">March 2003</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">Nov 2003 Ongoing</p> <p style="text-align: center;">Ongoing</p>
Reference Group on Humanitarian Consequences of Sanctions	<ul style="list-style-type: none"> • Endorsed the extension of the RG's mandate in 2003 with the understanding that this is the last year of the Reference Group; • Encouraged all members to contribute to the process; • Welcomed the project proposal to develop generic methodology for assessments and encouraged the RG to present the assessment methodology at the June 2003 IASC Working Group meeting; 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">IASC Agencies Sanctions RG</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">June 2003 June 2003</p>
Taskforce on Training	<ul style="list-style-type: none"> • Welcomed the new chair of the Task Force; • Requested that more focus be given to content related and country-level training; • Underlined the need for identifying complementarity between training of agencies; • Requested the Task Force to present its workplan at next IASC-WG meeting for review and discussion. 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Training TF</p> <p style="text-align: center;">Training TF</p> <p style="text-align: center;">Training TF</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">June 2003</p>
RG on Telecommunications	<ul style="list-style-type: none"> • Endorsed the extension of the mandate of the Reference Group in 2003, under a new name Reference Group on Information and Communication Technology; • Endorsed the workplan of the Reference Group for 2003; 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">N/A</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">N/A</p>

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	<ul style="list-style-type: none"> • Agreed to encourage policy makers and decision makers of the respective agencies to support compliance to follow agreed standardized of telecommunication equipment for emergencies; • Emphasized the importance of interoperability and need to comply with minimum operating security standards for telecommunications; • Requested support from all members for ratification of the Tampere Convention which need to be achieved by June 2003. 	<p>IASC WG members</p> <p>IASC Agencies</p> <p>IASC Agencies ICT RG</p>	<p>June 2003</p> <p>June 2003</p> <p>June 2003</p>
RG on Small Arms	<ul style="list-style-type: none"> • Acknowledged the solid work done by RG and thanked SCHR for its leadership in the process; • Requested UNDP to consider following up this issue through its unit on disarmament and small arms; • Requested UNDP to consult with SCHR, UNICEF, UNHCR and others to explore the idea of a network on this matter. 	<p>N/A</p> <p>UNDP</p> <p>UNDP</p>	<p>N/A</p> <p>March 2003</p> <p>March 2003</p>
SWG on CAP	<ul style="list-style-type: none"> • Agreed on the need to continue to link with the ECHA/UNDG working group on transition and requested the CAP SWG to be actively engaged in the process; • Noted that humanitarian needs in non-CAP countries should be reviewed more systematically and asked agencies to provide OCHA a list of humanitarian activities in countries not presently covered by a CAP; • Agreed to take steps in increase NGO involvement in the CAP and would welcome to review outcomes of the UN/non-UN joint mission on NGO involvement to the CAP. • Agreed on the need to consider appropriate support to the OCHA CAP Section. 	<p>CAP SWG</p> <p>CAP SWG</p> <p>SCHR CAP SWG</p> <p>IASC Agencies</p>	<p>Ongoing</p> <p>Feb 2003</p> <p>Feb 2003</p> <p>Immediately</p>

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Plan of Action for Strengthening the Work of the IASC	<ul style="list-style-type: none"> • Welcomed and endorsed the Plan of Action; • Agreed to carry out an external review of the implementation of the Plan of Action after six months; • Stressed the need for appropriate senior level involvement in the WG meetings; • Stressed that the IASC WG should, whenever possible, use ad-hoc meetings to discuss emergencies or other country situations. Regular meetings of the IASC WG should only discuss country situations if the need, advantage and expected outcome are clearly identified; • Agreed on the importance of the reference groups reporting back to the IASC WG and supported that the review of the Reference Groups' work be divided over the four meetings to allow for substantive discussion. It was also stressed that the RG's should not be kept going beyond the time required to accomplish their agreed terms of reference; • Agreed on the process of requesting inputs from the members for the Chairman's overview which would be shared in written form; • Supported the idea of teleconferencing with the whole country team on country issues, when feasible. 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC WG members</p> <p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC Secretariat</p> <p style="text-align: center;">IASC Secretariat</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">June 2003</p> <p style="text-align: center;">Ongoing</p> <p style="text-align: center;">March 2003</p> <p style="text-align: center;">March 2003</p> <p style="text-align: center;">March 2003</p> <p style="text-align: center;">March 2003</p>
ECOSOC Preparations	<ul style="list-style-type: none"> • Agreed to involve all IASC members in the preparation of the SG's report from the first moment of the planning including discussion on the outline; • Agreed that the themes of forgotten emergencies and HIV/AIDS be suggested to the ECOSOC bureau. One of the topics could be covered as a theme for the segment and the other one as a high-level panel. 	<p style="text-align: center;">OCHA</p> <p style="text-align: center;">OCHA</p>	<p style="text-align: center;">March 2003</p> <p style="text-align: center;">March 2003</p>
IASC Workplan 2002 and 2003	<ul style="list-style-type: none"> • Requested agencies to submit comments on the draft 2003 work plan by 29 November in time for it to be finalised and 	<p style="text-align: center;">IASC Secretariat</p>	<p style="text-align: center;">Dec 9 2002 (Completed)</p>

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	<p>submitted to the Plenary meeting;</p> <ul style="list-style-type: none"> • Requested the members to confirm by 15 December the suitability of 11 December 2003 as the date for the second IASC Plenary meeting in 2003. The meeting would take place in Geneva; • Agreed to include staff security in the workplan; • Requested the IASC Secretariat to monitor the implementation of the different areas of work on a continuous basis by interacting with the relevant responsible units. 	<p>IASC Agencies</p> <p>IASC Secretariat</p> <p>IASC Secretariat</p>	<p>11 December</p> <p>30 Nov 2002 (Completed) Ongoing</p>
<p>Preparations for the Plenary</p>	<ul style="list-style-type: none"> • Agreed that the item on impact of HIV/AIDS on food security and human survival in Southern Africa be discussed during the principals-only lunch meeting; • Agreed that the Plenary agenda should include: (a) rapid endorsement of the IASC workplan; (b) the potential crisis in Iraq; and (c) humanitarian action and interface with military actors. 	<p>IASC Secretariat</p> <p>N/A</p>	<p>9 December (Completed)</p> <p>N/A</p>