

**INTER-AGENCY STANDING COMMITTEE WORKING GROUP
52nd MEETING**

12-13 March 2003

**FAO Headquarters, Rome
Philippine Room (C277)**

**IASC Task Force on HIV/AIDS in Emergency Settings: Update on the
Development of the Guidelines for Minimum Response**

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The IASC Task Force on HIV/AIDS in Emergency Settings concluded that the Guidelines should be action oriented and user friendly in emergency settings where quick action is required. Instead of revising the existing guidelines, it was decided to develop a new concept beginning with a development of a Matrix (see the third background document entitled *Matrix of Key Actions for Response*) to provide guidance on HIV/AIDS actions to be implemented in the different phases of an emergency.

The content of the Guidelines focus on expanding the bullet points included in the column “Minimum Response” of the Matrix. The Matrix indicates, as bullet points, what minimal activities must be undertaken. The TF concentrated its efforts on defining minimum response to be given in an emergency.

Clearly, other aspects such as emergency preparedness and comprehensive responses are essential in dealing properly with a crisis. Nevertheless, the Task Force requires the immediate response to be appropriate without undermining essential sectors, such as food security, education, etc.

As part of the development of the guidelines, the Task force has concentrated on the development of the column “Minimum Response” of the Matrix in the following way: the bullet points were identified for each section after intensive HQ and field consultations. Each bullet point will also be linked with an action sheet that explains the minimum set of activities required for specific sectoral response (see the section on Action Sheets in the first background document entitled *Progress Report*). In the action sheet, there will be links for reference materials when appropriate.

Please note that the Guidelines will focus on the “Minimum Response” column of the Matrix and not on other columns which are “Emergency Preparedness” and “Comprehensive Response”. No Action Sheets will be developed for the latter two columns, however links will be provided to the bullet points for reference materials.

The end product will be available as a CD Rom as well as a hard copy document to be distributed with all links attached.

Timeframe for the completion of the Guidelines

Draft action sheets to be ready	March 7
Technical review of all the member of the groups	March 10 - 21
Technical review of the small group	March 24 – April 4
Putting all the action sheets together	April 7 - 18
Final review by the small group	April 21 – May 2
Translation in French	May 5 - 24
Editing	May 5 - 16
Layout	May 16 – 30 (Printing form) June 13 (CD Rom)
Sending the final draft for IASC WG (English and print format)	June 2
Pilot review by a small group for layout	June 16 - 17
Incorporate pilot review comments	June 30–July 4
CD Rom + printing	July 14 – August 8
Final draft available for field testing	September 1