

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

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**FAO Headquarters, Rome
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**IDPs: Internal Displacement Unit –Evaluation
Draft Summary Terms of Reference**

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1. Background

In July 2000, the Emergency Relief Coordinator (ERC) and Inter-Agency Standing Committee (IASC) established a Senior Inter-Agency Network on Internal Displacement. Comprising of senior focal points from key humanitarian organisations, the Network was mandated to review a selected group of countries experiencing crises associated with internal displacement, and propose ways of improving the international response to internally displaced persons (IDPs) needs. OCHA served as the Secretariat of the Network.

In April 2001, the Special Coordinator of the Network on Internal Displacement issued a report on the activities and findings of the Network. The report found that the United Nations (UN), international organizations and NGOs need to increase their focus, and support to IDPs. To ensure increased focus, the Special Coordinator recommended the establishment of a non-operational IDP office within OCHA. Based on the Special Coordinator's recommendation, the Emergency Relief Coordinator (ERC) proposed to the Secretary-General (SG) the establishment the office, which was endorsed by the SG on 25 May 2001.¹

The Internal Displacement Unit was established in the Geneva office of OCHA in January 2002 for an initial one-year period with the primary aims of promoting an improved inter-agency response to the needs of the displaced, and supporting the ERC in his role as the coordinator of the international humanitarian response to IDPs' needs. In order to preserve the system-wide approach of the Senior Inter-Agency Network, the staff for the IDP Unit was seconded from UNHCR, UNDP, UNICEF, WFP, IOM, and the NGO community. During its first year of work the IDP Unit focused on five core activities:

- ❑ Field Support
- ❑ Protection
- ❑ Capacity Building
- ❑ Strengthening the Institutional Framework for IDPs
- ❑ Advocacy and Awareness Raising

¹Visit www.reliefweb.int/idp for further information on background

2. Scope of Evaluation

The terms of reference for the IDP Unit call for an evaluation of the IDP Unit in early 2003. To that end, and at the request of the ERC, the Policy Development and Studies Branch of OCHA is commissioning an evaluation to address the following:

A. The performance of the IDP Unit:

- i. The degree to which the IDP Unit has achieved the objectives established in its Terms of Reference.
- ii. The effectiveness of the IDP Unit in its five core areas of activities (see background):
 - The degree to which its work shapes the planning of the humanitarian community in countries with which it has been engaged.
 - Whether and how the work of the IDP Unit stimulates further or additional action by the humanitarian community in countries with which it has been engaged.
 - The level of implementation, by IASC members at headquarters and in the field, for recommendations from the IDP Unit.
 - What impact the IDP Unit has had on the policies of operational members of IASC.
- iii. The functioning of the IDP Unit:
 - The planning process employed by the IDP Unit, including its methods for determining priorities within its major area of work,
 - The criteria used by the IDP Unit to target its support to specific countries, and
 - Indicators established by the IDP Unit to measure its impact in the areas of resource mobilization and capacity building.

B. Inter-Agency & Management Issues:

- i. The nature and quality of the IDP Unit's key inter-agency relationships:
 - The Support Network,
 - IASC members, particularly with regard to levels of collaboration (e.g. regarding allocation of operational responsibilities),
 - OCHA, and
 - The RSG on Internally Displaced People.
- ii. The structure of the IDP Unit:
 - The advantages and or drawbacks of the IDP Unit's inter-agency composition staffing composition,

- The appropriateness of the IDP Unit’s staffing structure given its stated aims and other emerging issues relating to IDP crises (e.g. post-conflict transition and administration of justice), and
 - The role of seconded officials within the IDP Unit in communicating findings and recommendations to their “home” agencies.
- iii. Sustainability of the Unit:
- Funding, and
 - Staffing with secondments.

3. Outputs

- i. **Context** – The evaluation will briefly establish the context within which the IDP Unit works by identifying the principal characteristics and emerging issues (including post-conflict transition) relating to the global IDP crisis, and the major challenges facing the humanitarian community in addressing that crisis.
- ii. **Analysis and Findings** – The evaluation will provide direct responses to each of the specific matters raised in paragraph 2 above (“Scope of the Evaluation”).
- iii. **Findings and Recommendations** – The evaluation will provide practical recommendations that complement its analysis and findings.
- iv. **Reporting** - The evaluation team will submit a succinct and fully edited report in English of no more than 15,000 words in a printed and an electronic version. The report will include an executive summary (up to 2,500 words) and will address all of the key issues indicated above. The report should be structured to provide succinct conclusions for each issue as well as specific, targeted and action-oriented key recommendations. The annex will include a description of the method used, a bibliography, list of persons interviewed and the terms of reference.

4. Implementation of the evaluation

The evaluation will be organized and managed by OCHA’s Evaluation and Studies Unit, who will carry out ad hoc consultations on its scope and focus with members of the IASC, the Senior Inter-Agency Network on Internal Displacement, OCHA staff and relevant Government officials.

5. Proposed Methodology

It will be specified by the consultants, and will include desk review of relevant literature, reports, document, etc., interviews with key stakeholders, as well as case studies (field work in two countries which were visited by the IDP Unit during its first year of work).

6. Composition of the Team

The team will be comprised of a team leader with a thorough understanding of the UN humanitarian system, familiarity with the working of humanitarian agencies and an in-depth knowledge of issues related to IDPs. In addition, a second consultant with humanitarian assistance experience should constitute the team.

7. Timing:

It is foreseen that the evaluation will require two consultants to work for a period of 30 days. The fully edited report shall be submitted to OCHA's Evaluation and Studies Unit no later than 30 April 2003. The consultants' preliminary findings may be reflected in ECOSOC reporting for 2003.

8. Use of the evaluation:

The evaluation is expected to provide input to a strategic planning process and should translate into an IASC supported and IDP Unit owned plan of action. The results of the evaluation will be made public on OCHA's website.

The IASC Working Group is requested to:

- **Provide comments on the draft Terms of Reference for the Evaluation of the IDP Unit.**