

**INTER-AGENCY STANDING COMMITTEE WORKING GROUP
54th MEETING**

17-18 September 2003

UNFPA Headquarters, Rafael Salas (19th Floor)

CAP: Update on the CAP Launch

Circulated: 08 September 2003

I. CAP Launch Preparations: Progress Report

- The CAP Launch locations and agencies are nearly confirmed, with the exception of Geneva. There were last minute complications in finalising launch locations and assigning agency heads owing to the tragic death of Sergio Vieira de Mello and the unexpected withdrawal of the WHO Director-General from the Launch.
- Planning meetings have already taken place between government-agencies-OCHA CAP Launch focal points in New York, Brussels, Ottawa and Washington. Preliminary discussions have been held with all other locations and meetings in the capitals of Copenhagen and Dublin are expected to take place by 20 September.
- OCHA has requested the focal points for each Launch site to produce an action plan by mid September, which includes a detailed strategy for tailoring messages to key audiences.
- For its part, OCHA has established an internal CAP Task Force to ensure better quality control over the launch preparations and over document preparation. Mr. Andrew Lawday has been hired as CAP Launch Coordinator and is responsible for coordination of Launch events.
- Agency public information focal points are participating in CAP SWG meetings to elaborate key messages and the global media strategy.
- In light of the attack in Baghdad, it is proposed that the CAP Launch theme, "Hear Our Voices" include a component on the voices of aid workers and staff security issues. This may include a memorial to fallen colleagues in Baghdad and other locations (e.g. a list of names on the inside front page of each appeal), to be included in each CAP and/or at each Launch site.

Action needed:

- The CAP SWG requests endorsement of including the voices of aid workers as part of the CAP Launch theme.
- The CAP SWG further requests endorsement to develop a suitable memorial to fallen colleagues (e.g. a list of names on the inside front page of each appeal), which would be presented in each CAP and/or each Launch site. Given time constraints, the assumption is that members of the SWG would be empowered to make the final decision on the memorial.

II. CAP Document Preparations: Progress Report

- 1 October is the deadline for the field to submit all Consolidated Appeals and transitional appeals to OCHA Geneva. Prior to the deadline, agencies both at field and headquarters are expected to have reviewed and come to agreement on the CHAP and their respective projects.
- Consolidated Appeals are being prepared for 14 countries/regions (Burundi, Chechnya and Neighbouring Republics, Cote d'Ivoire (plus three: Burkina Faso, Ghana and Mali), DPRK, DRC, Great Lakes Region, Guinea, Indonesia, Liberia, oPt, Somalia, Tanzania, the West Africa Sub-Region and Uganda). Despite IASC WG endorsement in June of a CAP for the Central African Republic (CAR), there has not been confirmation from the UN Resident Coordinator in the CAR as to whether or not there will be an appeal for 2004.
- Other appeals: (1) Afghanistan will provide a document for the CAP Launch indicating their humanitarian requirements for 2004. (2) The Government of Ethiopia and the UN will issue a joint appeal and this will be included in the CAP Launch. (3) In Colombia, the UN Humanitarian Coordinator, in close collaboration with the Government, is still discussing the format of the appeal for 2004. It is confirmed that Colombia will **not** be included in the CAP Launch.
- On 7 August, Carol Bellamy, in her capacity as Chair of the UNDG/ECHA Working Group on Transition sent interim guidance on transition appeals to four countries: Eritrea, Sierra Leone, Sudan and Tajikistan. Guidance was later sent to Angola as well. A transition appeal for each of these countries is expected.
- Thirteen CAP field workshops took place between April and September (Burundi, Colombia, Cote d'Ivoire, DRC (2x), Great Lakes Region, Indonesia, Russian Federation, Sierra Leone, Somalia, Tajikistan, West Africa sub-region, Uganda, Zimbabwe). CAP facilitators were provided by FAO, IFRC, OCHA, UNHCR, UNICEF, and WHO.
- As part of its efforts to ensure greater quality control of the CAP documents, OCHA deployed additional staff to Country Teams that requested assistance, including Cote d'Ivoire, DRC, Liberia, and oPt.
- OCHA understands that the Country Teams in Burkina Faso, Ghana and Mali may need additional support in finalising project sheets which will be included in either the West Africa sub-regional appeal or the Cote d'Ivoire plus three appeal. OCHA requests each agency to ensure that their respective field offices are provided with the necessary in-house support to finalise project summaries.

Proposed Action Points/Decisions by IASC WG:

- IASC WG members at headquarters level, in particular desk officers, to commit to reviewing early versions of the Consolidated Appeal (including project submissions) prior to the 1 October deadline. This is critical to forging a strong link between the field and headquarters throughout the document's preparation. It will also help to facilitate finalisation of the document.
- IASC WG members to ensure that their respective field offices in Burkina Faso, Ghana and Mali are provided with the necessary in-house support to finalise project summaries for either the West Africa sub-regional appeal or the Cote d'Ivoire plus three appeal.