

Follow Up Action Point Matrix as of 25 June 2003
52nd IASC -WG Meeting
13-14 March 2003, Rome

<i>Agenda Item and Action Points</i>	Focal Point	Deadline	Status
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<p>Southern Africa Humanitarian Crisis IASC WG: Requested RIACSO to prepare a matrix of follow up actions from the recommendations of the Special Envoy's mission.</p>	RIACSO	30 April	A matrix was prepared and shared in April. This has been updated at end May.
<p>Agreed to continue the humanitarian programming in the region at least fir another year including continuation and strengthening of the humanitarian capacity and structures, in particular RIACSO.</p>	OCHA IASC Agencies	30 Dec 2003	UNAIDS added 2 senior officers. All agencies are now able to provide consistent representation.
<p>Requested that the UNDG-initiated process for strengthening development actions should be built on the ongoing humanitarian programme and culture of cooperation with civil society.</p>	UNDP, UNDG	30 June 2003	RCs have taken requisite initiative to ensure development objectives are detailed within on going emergency programmes.
<p>Underlined the importance of common approach in vulnerability assessments and the need to broaden the scope of assessments and the need to support SADC in its leadership in the assessment process.</p>	RIACSO, OCHA, WFP, UNDP	30 June 2003	Ongoing. The issue reflected in SE's next Steps paper. Meeting planned in Sept in Johannesburg to define how to incorporate HIV/AIDS indicators.
<p>Requested for support and contribution of agencies for the next VAC to ensure a more integrated and yet balanced sectoral assessment, with less emphasis on food.</p>	IASC Agencies	30 June 2003	Results presented at Stakeholders meeting 11-12 June in Johannesburg.
<p>Agreed to seek national leadership commitment and meaningful agreement on strategies with national authorities.</p>	IASC Agencies	30 Dec 2003	National Governments are expected to sign SADC region wide commitment to address HIV/AIDS at Maseru Summit end July (tbc).
<p>Suggested that the IASC Principals meeting in April consider the issue of HIV/AIDS and Southern Africa possibly during the lunch discussion with participation of UNDG and UNAIDS.</p>	IASC Secretariat	24 March 2003	Completed.

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<p>Horn of Africa IASC-WG Agreed to take steps to strengthen advocacy measures, which could include visits of Special Envoy, individual or joint media strategies, and high-level visits.</p>	<p>Country Teams IASC Agencies</p>	<p>30 June 2003</p>	<p>The Secretary-General appointed Martti Ahtisaari as a Special Envoy for the Humanitarian Crisis in the Horn of Africa on 19 June 2003.</p>
<p>Agreed that donor strategies should include outlining the effectiveness of current resources and the consequences of underfunding.</p>	<p>Country Teams, OCHA</p>	<p>30 June 2003</p>	<p>The Mid-Year Reviews address the consequence of under-funding.</p>
<p>Agreed to increase efforts to support non-food sectors including health.</p>	<p>IASC Agencies</p>	<p>Ongoing</p>	<p>Ongoing. The DERC's mission highlighted again the need to step up assistance to non-food factors especially health and nutrition sector.</p>
<p>Suggested convening meetings of both country teams with donors.</p>	<p>Country Teams</p>	<p>30 Sept 2003</p>	<p>The Country Teams may strategize in coordination with the newly-appointed Special Envoy.</p>
<p>Requested OCHA to monitor and alert IASC members in advance of the visits of key country representatives to donor capitals in order to help ensure more effective and coordinated advocacy with donors.</p>	<p>OCHA</p>	<p>Ongoing</p>	<p>Ongoing.</p>
<p>Encouraged the HCs to ensure that the teams at the country level include the broad variety of humanitarian actors i.e. IASC-type membership.</p>	<p>Country Teams</p>	<p>Ongoing</p>	<p>Ongoing. In Eritrea, efforts have been made to include NGOs in Mid-Year Review process.</p>
<p>Encouraged the country teams to address HIV/AIDS issues more comprehensively as it was likely that the prevalence rates would increase in the future.</p>	<p>Country Teams</p>	<p>Ongoing</p>	<p>Ongoing.</p>

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<p>Encouraged the country teams to look into the desirability and feasibility of a meeting with the two concerned Governments on humanitarian issues and concerns in particular cross-border issues.</p> <p>Requested agencies to review their staffing levels and consider providing additional support where appropriate.</p>	<p>Country Teams</p> <p>IASC Agencies</p>	<p>30 Sept 2003.</p> <p>30 Sept. 2003.</p>	<p>Ongoing</p> <p>OCHA stepped up its staffing level in both countries to respond to crisis. There is a need to strengthen capacity in areas of health and nutrition, in particular in Eritrea. Agencies are requested to provide information on existing staffing levels and the needs to OCHA.</p>
<p>HIV/AIDS in Emergency Settings IASC-WG: Endorsed the proposed plan and timeframe to finalise the Matrix, Action Sheets, and Guidelines and endorsed the structure of the Guidelines focussing on the minimum response, with a request that the task force ensure that the draft Guidelines be issued by June 1.</p> <p>Re-emphasized the critical importance of UNAIDS involvement in the task force.</p> <p>Welcomed the efforts to develop a coherent advocacy strategy based on the complementarity of actions undertaken by different agencies and also the work on developing common messages as part of advocacy strategy.</p> <p>Agreed on the need to identify more clearly what the specificity was of addressing HIV/AIDS in</p>	<p>HIV/AIDS TF</p> <p>HIV/AIDS TF UNAIDS</p> <p>HIV/AIDS TF UNAIDS</p> <p>IASC agencies HIV/AIDS TF</p>	<p>1 June 2003</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>The Guidelines have been finalised and edited. Hard copy will be available after mid July and a CDROM will be available at the end of June 2003. It is proposed that the field testing will be done from August to December 2003.</p> <p>UNAIDS has been appointed as the lead agency in the sub-working group on advocacy.</p> <p>Sub-working group on advocacy has been developing a web-site to include all documentation on HIV in emergencies from the agencies. The SWG develops generic key messages on HIV in emergencies that, if ready on time, will be available for the ECOSOC meeting.</p> <p>Efforts are being made to collect material by the advocacy group and to develop specific messages</p>

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emergency settings versus the other fora where this issue was discussed.			for linking HIV with emergencies. A web-site will make available all these documents.
Agreed on the need to address the issue of HIV/AIDS in the work place as it pertained to humanitarian workers.	IASC agencies	30 June 2003	The section was added in the guidelines that deals with HIV/AIDS in the workplace.
Encouraged the IASC members and the task force to contribute to the UNICEF-led task force on HIV/AIDS and Women.	HIV/AIDS TF UNICEF	April 30 2003	It has been discussed during TF meetings and all agencies have been asked to contribute to this effort directly by sending documents to UNICEF
Requested the task force to ensure mainstreaming of HIV/AIDS issues in the work of all IASC subsidiary bodies.	Chairperson of HIV/AIDS TF and Chairpersons of all IASC Subsidiary Bodies	Ongoing	Discussions have been held with other subsidiary bodies. Guidelines will be shared with all relevant IASC subsidiary bodies
Encouraged the task force to liaise closely with the CAP SWG to incorporate HIV/AIDS guidance into CAP guidelines and tools.	HIV/AIDS TF CAP SWG	30 April 2003	A document to integrate HIV in the CAP for Southern Africa was produced by the TF and shared with OCHA for discussions.
Requested Task force to participate in the preparation of the panel on HIV/AIDS in the ECOSOC Humanitarian Segment.	HIV/AIDS TF OCHA	15 May 2003	The TF has been approached for the preparation of the panel at ECOSOC. The TF plans to take this opportunity to distribute the draft guidelines under a CDROM format.
Requested the Taskforce and NGO consortia to take the necessary action with its membership for the endorsement of the guidelines, matrix and action sheets.	SCHR, ICVA HIV/AIDS TF	31 May 2003	The attempts have been made to make process of developing the Guidelines to be consultative and the NGO consortia have been involved in the process. They have been asked to share the different drafts of the guidelines with their constituency and provide comments.
IASC members agreed to consider ways of	IASC Agencies	30 May 2003	Some agencies have given funds to support the

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supporting financially the work of the task force.			work of the TF however more work is needed financially. Some agencies seem to consider that the work of their focal point represents their contribution. 135.000 \$ is still needed for 2003 to advance the work of the TF, especially in Advocacy and Training Module development. Support is sought for funding.
<p>Iraq IASC-WG: Agreed that agencies would contribute to the finalisation of the Flash Appeal.</p> <p>Agreed that the priority concern of the humanitarian community was inside Iraq and particularly related to the provision of assistance and protection for internally displaced and civilian population.</p> <p>Agreed that protection of IDPs and of civilian population was a major issue to be addressed, and stressed the importance of adequate preparation including the continued emphasis of the obligations of the occupying power under the 4th Geneva Convention.</p> <p>Agreed on the need to ensure impartiality and neutrality of humanitarian assistance and humanitarian space.</p>	<p>IASC Agencies</p> <p>HC, IASC Agencies</p> <p>HC, IASC members</p> <p>IASC Agencies</p>	<p>21 March 2003</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>The Flash Appeal was finalized and launched on 31 March 2003. A revised Flash Appeal for Iraq was launched on 23 June in New York.</p> <p>UNOPS and IOM provided assistance to IDPs, while protection issues were addressed by the HCI supported by a working Group consisting of IDP Unit, OHCHR, IOM, UNHCR, ICRC, UNICEF and NGOs. Since the end of conflict UNHCR expressed its wish to assist on protection of IDPs and returnees with sister agencies.</p> <p>Constant meetings between the UN and the coalition forces, donor briefings took place reminding the occupying powers of their obligations under IHL. UN resolution 1483 calls upon all to comply with IHL.</p> <p>Exchange of letters on the status of the UN and specialized agencies pending. SRSG to work independently as mentioned in the letters.</p>

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Welcomed the appropriateness of contacts with the military to date and stressed the continued need for maintaining them.	HC, OCHA	Ongoing	General Guidance for Interaction Between United Nations Personnel and Military and Civilian Representatives of the Occupying Power in Iraq" issued on 21 March 2003. Overall contact with ORHA have proved useful.
Welcomed the senior level participation of agencies in the hub in Cyprus, and called for stronger NGO involvement in the coordination arrangements.	ICVA, SCHR, Interaction	Immediately	NGO liaison Officer deployed to Cyprus in April. NGOs participating in IASC events on Iraq.
Noted the need to continue to address concerns related to security, access, NBC issue, and the safety of national staff.	N/A	Ongoing	Security remains a major issue in Iraq hampering humanitarian assistance. The issue is currently addressed by the CPA
Noted the importance of advocacy on the impact on civilian population and the importance of having an effective communications outreach.	HC, OCHA IASC Agencies	Immediately	Advocacy efforts made at each occasion, notably HLWG briefings. Efforts still needed for effective advocacy to ensure that humanitarian imperatives remain on agenda.
Encouraged the operationalisation of the various tools such as JLC, HIC, ICT, and humanitarian air service etc, and requested that a live test of the ICT be carried out.	WFP (for JLCs and ICT) OCHA (for HICs)	Ongoing	Overall common services have been functioning well and proved to be useful.
Acknowledged the need to consider post-conflict arrangements, particularly if the Oil-for-Food programme operation breaks down, including how agencies could participate in the various post-conflict assessments.	OCHA IASC agencies	Ongoing	Discussions on post conflict, transition/reconstruction and assessments methodology took place in New York on 24 of June 2003.
Contingency Planning Taskforce IASC-WG: Endorsed the proposed 2003 workplan.	N/A	N/A	N/A

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Welcomed the plans to have a comprehensive lessons learned on Iraq contingency planning with the participation of all IASC members.	Contingency Planning TF	Dec 2003	The TF has started to work on lessons learned. Its work however will be limited to drafting an initial short TF paper focusing on the actual contingency planning phase and process. As a part of IASC Review, it is planned to undertake review of contingency planning for Iraq response.
Requested agencies to provide support for strengthening Taskforce's operational support role, through for example capacity building of the Taskforce.	Contingency Planning TF	Dec 2003	Ongoing
Stressed on the importance of linking with the Framework Team, and requested OCHA to ensure that this was done systematically.	OCHA	Ongoing	Ongoing
<p>Humanitarian Information Center: IASC-WG: Endorsed the concept of HICs and the Statement of Intent of the HIC with the understanding that the paper would be further revised based on the comments provided in the meeting.</p>	OCHA	15 April 2003	Completed.
Agreed that the HIC should adopt a phased approach focusing first on fundamental issues.	OCHA	30 June 2003	Ongoing
Agreed that HICs focus on providing data, not analysis nor content issues.	OCHA	30 June 2003	The revised Statement of HIC reflect this issue.
Agreed that entry/exit modalities needed to be further articulated especially for transition situations.	OCHA	30 June 2003	Ongoing
Welcomed that the information was available widely, including on the internet, and supported the proposal	N/A	N/A	N/A

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<p>for password protected information not available to the general public.</p> <p>Agreed to nominate focal points for HIC-related matters.</p>	IASC agencies	30 June 2003	Completed. Several agencies nominated their focal persons.
<p>MCDA Guidelines: IASC-WG: Agreed to endorse the guidelines with the suggested revisions as presented by OCHA taking into account additional adjustments made by ICRC in the meeting.</p> <p>Agreed to review the guidelines again in the IASC-WG later in 2003.</p>	<p>OCHA</p> <p>IASC Secretariat</p>	<p>Completed</p> <p>13 Nov 2003</p>	<p>Completed. The Guidelines will be launched on 26 June 2003.</p> <p>Ongoing</p>
<p>Training Taskforce IASC-WG: Endorsed the 2003 workplan and welcomed the new initiatives.</p> <p>Encouraged cross fertilisation, and suggested that greater attention be paid to ensure a functioning database of training initiatives which would facilitate this cross fertilisation.</p>	<p>N/A</p> <p>Training TF</p>	<p>N/A</p> <p>30 Sept 2003</p>	<p>N/A</p> <p>Ongoing. The Chairperson of the Taskforce sent email to all chairpersons of the IASC Subsidiary Bodies requesting information on areas of collaboration.</p>
<p>IDP Unit : Update IASC-WG: Requested the IASC member to provide comments to the Response Matrix by noon 17 March 2003.</p> <p>Recommended that the questionnaire be sent to the HCs and RCs with a joint cover letter from ERC and</p>	<p>IASC agencies</p> <p>IDP Unit</p>	<p>Completed.</p> <p>15 April 2003</p>	<p>Completed.</p> <p>Questionnaire launched June 16. Letter from ERC to</p>

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UNDP with clear indication on the purpose of the exercise.			HCs sent June 18. Letter from UNDP to be sent week of June 23.
Requested the IDP Unit to provide timely feedback to the HCs and RCs after completion of the matrix.	IDP Unit	1 June 2003	Questionnaire response deadline July 18. Initial report end of July.
Requested that the Matrix be presented to the IASC-WG in June for discussion after which it could be shared with members states at ECOSOC Humanitarian Segment.	IDP Unit	1 June 2003	The Matrix will be completed end July.
Supported the finalization of the Guidance Note on the Collaborative Approach, with the suggested revisions being made regarding RCs and HCs and the lead agency.	IDP Unit	15 April 2003	The Guidance Note was finalised and circulated on 23 May 2003. The annex is to be finalised.
Acknowledged that the Protection Survey was ongoing, and recommended that feedback be given to those who filled out the surveys.	IDP Unit	30 May 2003	Country visits completed initial report mid July
<p>IDP Unit: DRC Mission IASC-WG: Requested that the recommendations of the mission to DRC be revised in collaboration with the mission members and the HC and the country team in order for the recommendations to be more specific on the follow up actions being proposed.</p> <p>Requested that the full range of humanitarian actors be involved in the planning and implementation.</p>	<p>IDP Unit</p> <p>IDP Unit</p>	<p>15 April 2003</p> <p>Ongoing</p>	<p>Comments received from HC and OCHA.</p> <p>HC asked OCHA DRC to follow-up with recommendations & integration into existing structures and processes.</p>

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Requested that the revised recommendations be circulated to the IASC members for endorsement.	IDP Unit IASC Secretariat	Ongoing	Circulated to Sr. Network Members in April.
IDP Unit: IDP Unit Evaluation IASC-WG: Agreed that comments on the draft TOR of the evaluation of the IDP Unit be sent to OCHA (Mark Bowden) by 17 March.	17 March 2003.	Ongoing	The Evaluation has been postponed until Sept 2003.
Requested that the draft report of the evaluation of the IDP Unit be discussed at the June meeting of the IASC WG prior to any presentation to ECOSOC Humanitarian Segment	IDP Unit	Sept 2003	It will be discussed at Sept WG meeting.
CAP IASC-WG: Endorsed the Nomenclature Paper with slight revisions reflecting the comments provided in the meeting.	CAP Unit	30 April 2003	Completed. The Nomenclature paper was finalised and sent to RCs and HCs under joint auspices of IASC/UNDG on 12 June.
Endorsed the CAP SWG 2003 Workplan.	N/A	N/A	N/A
Requested that priority should be given to training of HCs and country level agency heads in strategic coordination and fund raising.	CAP SWG	Ongoing	Ongoing

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Reaffirmed the need to have systematic collaboration at the field level with all humanitarian partners.	CAP SWG	Ongoing	Ongoing
Requested OCHA to keep IASC members informed of the progress with the humanitarian financing studies.	OCHA/CAP Unit	30 Sept 2003	Ongoing. OCHA hosted inter-agency meeting concerning the studies. On 16 June there was an inter-agency meeting regarding the recommendations stemming from the fourth study. The results of the three studies are fed into ECOSOC:
Reminded the CAP SWG of the earlier request to prepare a matrix of non-CAP countries with humanitarian programmes.	CAP SWG	30 Sept 2003	N/A

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<p><i>Emergency Response Meeting</i> Requested OCHA/RCB to circulate electronically to agencies a proposal for follow-up to the Emergency Response Meeting (April 2001)</p>	OCHA/RCB	15 April 2003	Completed. The proposal on the follow up on Emergency Response Meeting was circulated on 2 May 2003.
<p><i>Military and Humanitarian Interface</i> Requested OCHA/PDSB to prepare a concept paper on the issue of military and humanitarian interface upon analysing thoroughly the current state of interface.</p>	OCHA/PDSB	1 June 2003	Ongoing. The PDSB issued General Guidance for Interaction Between United Nations Personnel and Military and Civilian Representatives of the Occupying Power in Iraq on 21 March 2003.
<p><i>IASC Review:</i> Agreed to broaden the scope of the IASC review to look at additional issues than originally proposed, including membership at the field level, among others. The revised workplan for the review be circulated to the IASC members as soon as possible.</p>	OCHA/PDSB	1 May 2003	Completed. The expanded workplan was circulated on 12 May 2003. The consultants have been in the process of interviewing and collecting information. It is expected that the report be discussed in Sept 19.