

## **TERMS OF REFERENCE**

### **SMS Coordination Group – Gedeo and West Gudji**

**Context:** Site Management Support (SMS) has been at the forefront of response to the needs and gaps experienced by the IDPs who have been living in collective shelters, dispersed settlements and with host community as a result of the recent wave of ethnic violence in SNNPR in June 2018. SMS has since been functioning under the protection Cluster and not as a separate cluster unto itself. Whilst working towards creating an environment that is conducive for return, SMS practitioners see the need to strengthen and improve coordination at the site level and at the Woreda and Zonal levels in order to bring dignity to IDPs whilst they are temporarily living in displacement sites.

**Purpose:** In order to strengthen coordination, address needs and gaps as well as respond to practical day-to-day challenges in the sites in a timely, appropriate and better coordinated manner, the EOC, along with OCHA and SMS practitioners IOM and UNHCR agreed to create the “SMS Coordination Group” which will now be a forum for coordination on issues related to the focus and working methods of the SMS particularly at the site, Woreda and Zonal levels. Harmonization of tools and approaches, where applicable can also be addressed at this forum. It also has an advisory function to the Emergency Operations Coordinator (EOC) in matters relating to Site Management. While the attention of the SMS Coordination Group will be mostly dedicated to the implementation of the SMS strategy and work plan, specific issues that arise on an ad hoc basis could be also addressed.

**Composition:** The SMS Coordination Group aims to be representational of the actual structures at the site level. Site focal points/representation from the NDRMC, SMS agencies, OCHA and implementing partners, IDP leaders and, where applicable, host community representative will actively participate in the SMS Coordination Group to ensure overall coherence. The SMS Coordination Group will maintain a contact list of participants at all levels.

**Functions:** The site level meetings of the SMS Coordination Group are convened and chaired by the Woreda DRMC representative and co-chaired by IOM and UNHCR. The same structure is followed at the zonal level. Meetings are done every Monday from 0900 – 1000. SMS Coordination Group members may also advise the EOC on the need to hold a meeting in relation to a specific issue or situation in an ad hoc manner. The SMS Coordination Group will send invitations, make practical arrangements, draft and circulate minutes. The SMS Coordination Group can make field level decisions in close consultation with the EOC at the zonal level.

**Working Principles:** The SMS Coordination Group guided by the 2007 Principles of Partnership, which underscore that all participants respect each other as equal partners, undertake tasks with transparency, adopt a result- oriented approach, show responsibility in the implementation of activities, and ensure complementarity of participants’ activities.