**Draft Terms of Reference – Emergency Shelters Sub-Working Group**

**Background**

Between 1-2 September 2019, Hurricane Dorian, a Category 5 storm, devastated The Bahamas. The hardest hit islands were Abaco and Grand Bahama in the North-Western section of the country. One month since Dorian made landfall, the overall situation continues to evolve rapidly. The Caribbean Disaster Emergency Management Agency (CDEMA) estimates that at least 15,000 people are in need of humanitarian assistance. The official death toll as of 7th October stands at 68, with over 1,300 missing persons still unaccounted for. It has been estimated that over 14,000 people have been displaced due to the disaster, among them are over 1,000 who remain in 6 official collective centres (known in the Bahamas as Emergency Shelters) in New Providence – as a result of National Emergency Management Agency (NEMA) led evacuations from Abaco, as well as further movement from Grand Bahama.

The Government response is being led by the NEMA through the Emergency Operations Center. At a national level the response is being organized across 14 Emergency Support Functions (ESF) in New Providence, with similar arrangements being set up in Abaco and Grand Bahama.

ESF 6 covers Mass care and Shelter, which has been matched with the humanitarian cluster system to match Emergency Shelter and Camp Coordination Camp Management (CCCM). The former is led by the Department of Social Services and IFRC, with the latter forming the ESF – 6 “Emergency Shelters Sub-Working Group” led by the Department of Social Services and IOM.

**Purpose and focus of the Sub-Working Group**

The Emergency Shelters sub-WG will support government and humanitarian partners to assist and

protect displaced populations residing in emergency shelters, sites and settlements, while looking towards durable solutions. This support will build the capacity of the government of The Bahamas and partners on the coordination of integrated multi-sectorial response interventions and will contribute to ensuring that the quality of interventions meet international standards and reach the most vulnerable populations.

Emergency Shelter partners will collect and disseminate relevant cross-sectorial data to allow for an evidence-based, efficient and transparent response, as well as ensure that displaced people have the information they need to access services safely, without discrimination, and engaged in all phases of the post-Hurricane Response. ES sub-WG partners will strive to improve the living conditions of displaced people in sites and settlements and ensure equal access to services through site management activities.

**Guiding Principles and approach**

* National responsibility and ownership on displacement management
* Do No Harm
* Accountability to Affected Populations (AAP)
* Community Participation
* Strengthening existing Emergency Shelter management system
* Strengthening resilience of the affected population
* Non-Discrimination
* Respect for diversity and sensitivity for differences arising from gender, age, or disability;

The Emergency Shelters Sub-Working Group is a coordination forum through which actors coordinate their response to the needs of the population currently in emergency shelter and displacement settlements. Main activities of the group are focused on the needs and activities related to displace populations in emergency shelters, displacements sites and settlements.

1. Collect information of the situation and needs in all sites and settlements
2. Collect and share information on progress and issues related to interventions (3W’s)
3. Analyse data and determine displacement patterns and trends[[1]](#footnote-1)
4. Coordinate interventions, avoid duplication and ensure timely response to the needs of the displaced population;
5. Develop a harmonized approach and tools, and seek consensus on issues with all stakeholders;
6. Create partnerships and linkages for optimal use of available resources;
7. Strengthen and support Communication with Communities, and Accountability towards Affected Populations through enhanced Community Participation
8. Commit to and endorse minimum standards for Emergency Shelter and displacement management interventions;
9. Identify displacement management concerns and contribute to advocacy initiatives which address them;
10. Support the development of strategies towards durable solutions (return, settlement in situ, relocation) for the displaced population
11. Perform key lessons learned to support future management of Emergency Shelters

**Lead & Co-Lead**

The Sub-WG is led by the Department of Social Services, under the Ministry of Social Services & Urban Development. The Assistant Director of the Department of Social Services chairs the meetings. IOM co-leads the sub-WG and provides secretariat services (sharing of the agenda, writing and distributing minutes, and other relevant communication).

**Membership**

The membership of the Emergency Shelters sub-WG shall include relevant government institutions – specifically those present in the Emergency Shelters such as; Social Services, Health, Defense Forces - UN agencies, national and international non-governmental organisations, private sector, and civil society organisations responding to the needs of the displaced population currently in Emergency Shelters.

**Meeting Schedule**

Meetings take place on a weekly basis, on Thursdays at 4pm, at the National Training agency, for as long as this space is available. Ad hoc meetings and task forces are established upon consultation with the members of the ES sub-WG when this is considered necessary.

**Linkages with other coordination forums.**

The ES sub-WG lead and co-lead participate actively in the Shelter Sector and Protection working Group to convey key updates and address concerns and findings to a wider coordination mechanism. Close links are also maintained with other coordination bodies, including on Abaco and Grand Bahama.

1. As identified by NEMA, the IOM Displacement Tracking Matrix, and updates from partners [↑](#footnote-ref-1)