

## **TERMS OF REFERENCE**

### **CAMP COORDINATION CAMP MANAGEMENT (CCCM) CLUSTER, ETHIOPIA**

#### **OPERATIONAL CONTEXT**

As of November 2020, there are estimated 1,846,551 IDPs across 1,346 sites in Ethiopia. Internal displacement continues to be an issue of concern in the country. According to the DTM report the main drivers of displacement include conflict, drought and flash floods. Intercommunal and trans-boundary conflicts have displaced large numbers of people. It is estimated that additional 1.1 million people are likely to be affected by the current conflict in the Tigray region. The conflict threatens to spread into other parts of Ethiopia, with the risk of drawing in neighboring countries as well. On top of this, climate related shocks also continue to cause displacement. Floods continue to affect millions of people and displace thousands every year. In 2020, prolonged rains led to flooding and landslide incidents in six regions. National Disaster Risk Management Commission (NDRMC) reports in September indicated that 1,017,854 people were affected, and that 343,000 people were displaced by floods across the country.

Those displaced face numerous challenges, including limited access to basic services (including health, water and sanitation facilities, education), and protection, as well as a loss of housing land and property and inadequate shelter. In 2019 and into 2020 Ethiopia witnessed an unprecedented locust invasion. The Food and Agriculture Organization (FAO) reports that as of January 2020, hopper bands had covered more than 429 km<sup>2</sup> worth of crops and vegetation. Coupled with this, is the covid-19 pandemic which has disrupted the social and economic order. As of 28th November 2020, 108,930 cases had been confirmed in Ethiopia. These displacement related protection and assistance gaps call for an urgent need to have the CCCM cluster activated.

#### **RATIONALE FOR CCCM CLUSTER ACTIVATION**

As currently constituted the Site Management Support Working Group (SMS-WG) is under the National Protection Cluster (NPC). Due to the increasing SMS needs, there is urgent need for the CCCM cluster to be activated. According to Ethiopia National Displacement Report 6 published on 30th November 2020 by IOM-DTM, there are 1346 sites hosting IDPs in Ethiopia with a total population of 1,846,551 individuals. This excludes the 161 that were not accessible due to various reasons. Based on the key drivers (conflict, flooding, drought) of displacement there are all indications that the figures are likely to increase.

This presents significant Camp Coordination and Camp Management (CCCM) needs. Inadequate or lack of coordination compromises the protective environment that the sites are supposed to provide. One of the strategies to address these gaps is to activate the CCCM cluster to complement GoE efforts in site management and support. Once activated, the CCCM cluster will institute evidence-based programming informed by assessments and rigorous needs analysis. It is also anticipated that through the cluster, resource mobilization will be enhanced due to visibility. Additionally, it is expected that more actors (national and international) will join the sector.

## **OBJECTIVES**

- To ensure a multi-sectoral response that addresses the assistance and protection needs of displaced and affected populations in communal settings (collective sites, spontaneous sites, etc.) while advocating for durable solutions.
- To ensure that the humanitarian response is accountable and predictable engaging other actors (GoE entities, agencies, organizations, CCCM global level) to respond and support displacement situations in a principled and timely manner.
- To promote local ownership of site management through relevant and meaningful community participation, ensuring that responses are fit for purpose
- To ensure that covid-19 mitigation measures are mainstreamed across all sectors and responses, prioritizing Risk Communication Community Engagement (RCCE)

## **NATIONAL LEVEL COORDINATION**

At the national level the CCCM cluster will be co-led by IOM and UNHCR. The National Disaster Risk Management Commission (NDRMC) will be a key stakeholder at the national level. As actors (I/NGOs) join the cluster they will be co-opted to the various technical working groups common with the sector. For sustainability the CCCM cluster will prioritize capacity building of local actors and the GoE entities (NDRMC/DRMB/DRMO).

## **SUB-NATIONAL LEVEL COORDINATION**

Due to intensity of the needs, the national level coordination model will be adapted to the northern region (Tigray). Sub-national level coordination will be determined by the operational capacity of partners. However, where both agencies are present co-leadership at the national level will be adopted to the regional level. The principles of partnership will inform coordination.

## **REPORTING MECHANISM**

As a member of the ICCG and the EHCT, the CCCM Cluster Coordinators shall represent the cluster to the relevant forum/fora and provide Sitrep of the CCCM Cluster interventions and the 4Ws. The Cluster Coordinators shall be required to be present in every coordination platform.

CCCM Cluster Coordinator shall ensure that members report on all relevant data collection including distribution, cross-cutting issues, critical protection incidents related to site design.

All reporting to the cluster should follow the format agreed by the Cluster Working Group.

## **GENERAL RESPONSIBILITIES**

As the focal point for the cluster, the Cluster Coordinators are accountable for the site management response to the humanitarian crisis. The Cluster coordinators ensure the inclusion of key humanitarian partners within the sector, respecting their mandates and programme priorities. Working together, the sector members will identify the overall requirements in responding in sites hosting IDPs and other communal displacement situations and augment their capacity to meet this threshold. The cluster will identify (and establish when necessary) standards and guidelines that facilitate interoperability to ensure that activities are carried out in a timely manner.

## SPECIFIC RESPONSIBILITIES

### PLANNING AND STRATEGY DEVELOPMENT

- ***Ensure Preparedness of CCCM Cluster stakeholders***
  - Selection, (participatory) planning and development of sites in collaboration with national actors. Ensure the site design supports protection and assistance of men, women, boys and girls
  - Coordinate registration of displaced populations in communal settings, paying attention to gender, age and diversity dimensions; and update the population registry
  - Enact environment protection and mitigation of negative impacts on ecological habitats
  - Conduct contingency planning based on worst-case and most likely scenarios in terms of population movements
- ***Provide a common vision***
  - Ensure that strategies are developed to support and strengthen the residents' livelihood initiatives
  - Develop/update agreed response strategies and action plans for the cluster and ensured that these are adequately reflected in overall country strategies, such as the Humanitarian Response Plan (HRP)
  - Ensure the CCCM Cluster maps out the operational requirements for the humanitarian response at the site level
- ***Pursue Durable Solutions***
  - Develop “exit”/transition strategy for communal sites
- ***Enhance collaboration between different stakeholders***
  - Engage all relevant partners in site needs assessment and analysis
  - Identify gaps – assess, verify, and map emerging assistance needs and protection issues conduct regular ‘gap analyses’ based on verified needs
  - Ensure integration of agreed priority cross-cutting issues in sectoral needs assessment, analysis, planning, monitoring, and response (e.g., age, diversity, environment, gender, HIV/AIDS, and human rights); contribute to the development of appropriate strategies to address these issues; ensure gender-sensitive programming and promote gender equality ensure that the needs, contributions and capacities of women and girls as well as men and boys are addressed
  - Where possible, support the national government and local authorities in implementing their activities and upholding them to their obligations that meet the identified priority needs
- ***Ensure that Data / Information Management is adequately managed***
  - Define COD and FOD relevant for the CCCM cluster
  - Each critical project and process in the strategy should clearly define their activities, outputs, indicators, data collection methods, and key products.
  - Regularly consolidate important site data the CCCM cluster is tracking and ensure accessibility to data from other CCCM stakeholders.

## **APPLICATION OF STANDARDS**

- Adapt relevant policies and guidelines and technical standards to context of crisis
- Ensure that sector members are aware of relevant policy guidelines and technical standards
- Ensure that responses are in line with existing policy guidance and technical standards and relevant government, human rights, and legal obligations

## **MONITORING AND REPORTING**

- Ensure adequate monitoring mechanisms are in place to review the impact of the cluster and progress against implementation plans
- Ensure adequate reporting and effective information sharing amongst all partners, including site managers, other sector leads, and the Inter-Cluster Coordination Group (ICCG), disaggregating data by age and gender
- Map and track “who is doing what, where, when, to whom.”
- Ensure the CCCM Cluster operational requirements for the humanitarian response at the site level are adequately tracked, and appropriate data set is collected, consolidated, and stored.
- Assess and track existing sites and monitor if their site design supports the protection and assistance of men, women, boys, and girls.

## **NATIONAL/LOCAL AUTHORITIES, STATE INSTITUTIONS, CIVIL SOCIETY ORGANISATIONS AND OTHER RELEVANT ACTORS**

- Ensure that Site management responses build on local capacities, context-specific strengths, and national response capabilities
- Ensure appropriate links with national and local authorities, State institutions, local civil society organizations, and other relevant actors and ensure appropriate coordination and information exchange with them
- Promote the capacity building of relevant authorities where deemed necessary.

## **PROTECTION MAINSTREAMING**

- Ensure interventions are informed by Protection Risk assessment to avoid harming people with assistance and data collection conducted on each site and further ensure interventions are designed in a manner that mitigates the risk identified.
- Ensure assessment and data collection are done with a breakdown of Age, sex and diversity indicators.
- Organize affected population’s participation in communal setting governance and community mobilization, monitoring and evaluation, with emphasis on women’s decision-making role and on persons with specific needs (such as the elderly and disabled)
- Ensure transparent governance of communal settings with effective complaint and feedback mechanism in place.
- Ensure inclusion of Protection Monitoring and Incident monitoring results in the Protection Mainstreaming strategy.

## **ADVOCACY & RESOURCE MOBILIZATION**

- With the assistance of the Humanitarian Coordinator and the ICCG, advocate for the mobilization of resources

- Assist the Humanitarian Coordinator in the establishment of a resource mobilization strategy vis-à-vis donors present in the country
- Identify core advocacy concerns at the national level and contribute key messages to broader, multi-sectoral advocacy initiatives

### **MAINTAIN DONOR RELATIONS AND FACILITATE DONOR MISSIONS**

- Advocate with authorities to ensure that humanitarian agencies/organizations providing assistance and protection to residents in communal settings have the necessary access to livelihood activities.
- Represent the interests of the cluster in discussions with the Humanitarian Coordinator on prioritization, resource mobilization and advocacy
- Advocate for donors to fund CCCM Cluster members to carry out priority activities, while at the same time encouraging Cluster members to mobilize resources for their activities through their usual channels and according to the CCCM Cluster strategy.

### **PHASE-OUT AND REHABILITATION CAPACITY**

- Implement site closure strategies and ensure rehabilitation of sites formerly occupied, including the development of appropriate closure guidance and policies addressing relevant issues
- Ensure integration of a site management response elements into transition and durable solutions frameworks

### **COORDINATION**

- Ensure appropriate coordination with all humanitarian partners (including national and international NGOs, the Red Cross/Red Crescent Movement, UN agencies and other international organizations), as well as with national authorities and local structures.
- Ensure the establishment/maintenance of appropriate sectoral coordination mechanisms, including working groups at the national and, if necessary, local level
- Define the nature and extent of overlap and coordination between CCCM Cluster and other Clusters particularly Shelter, Protection and WASH.
- Frequency of meetings and membership criteria would be agreed upon after the activation of the cluster, following consultations with partners on the ground.

### **CAPACITY BUILDING**

- Promote and support relevant CCCM Cluster training for NGOs, UN agencies, local government officials and members of the IDP communities
- Support efforts to strengthen the capacity of the national authorities and civil society;
- Scale up remote capacity building

### **AMENDMENTS OF THE TOR**

- The ToR for the CCCM Cluster shall be subject to periodic review in consideration of the evolving situation and operational demands. Upon need for review, all Cluster members shall be provided with agreed timeframe for the review and submission of proposals to the SAG upon which it will consolidate the changes to be shared in the ICCG for onward submission to the subsequent levels.