
**Somalia IASC Cluster Terms of Reference
For
Agriculture¹ and Livelihoods Cluster**

**Submitted by Task Force of the Agriculture and Livelihoods Cluster
(July 2009 – Revised)**

1. THE GLOBAL HUMANITARIAN REFORM

Over the past years, the international response to humanitarian emergencies demonstrated that the system did not always meet the basic needs of affected populations in a timely and predictable manner. With varying responses from crisis to crisis, existing capacity levels are often insufficient to adequately meet key emergency needs in major crises. In order to better understand and correct such deficiencies, the Emergency Relief Coordinator (ERC), in 2005, commissioned an independent Humanitarian Response Review (HRR) of the global humanitarian system. The HRR identified a three-pronged reform program to improve the predictability, timeliness and effectiveness of the humanitarian response among which was the need to strengthen *humanitarian response capacity*. This sees the adoption of a cluster approach which encourages the effective use of expertise and technical know-how of mandated organizations in the particular sectors to fill identified gaps in humanitarian response, to ensure accountability with strengthened leadership and clearly defined roles and responsibilities, and to bolster coordination and synergy of efforts.

As a result of the Global Humanitarian Reform, in Somalia, nine IASC clusters² have been identified together with respective cluster leads from UN agencies:

Cluster Leads in Somalia:

Water, Sanitation and Hygiene (WASH)	UNICEF
Health	WHO (health)
Nutrition	UNICEF (nutrition)
Food Aid	WFP
Agriculture & Livelihoods	FAO
Education	UNICEF
Protection	UNHCR/OCHA
Logistics	WFP
Shelter and NFI's	UNHCR/UN-HABITAT

¹ “Agriculture” is defined broadly, encompassing agriculture, livestock production, forestry, fishing, apiculture, renewable natural resources exploitation – ie. the principal livelihoods in Somalia, that approximately 80% of the Somali population depend upon.

² During the CAP 2009, a 10th Cluster, Enabling Programming, led by UNOCHA/UNDSS was formed under which projects related to coordination and security that seek to enable programming, were grouped

At the country level, cluster leads are held accountable for strengthening humanitarian preparedness and response coordination and are expected to prepare sector response plans: including identifying key partners, strategizing and planning, standards setting, needs assessments and analysis, coordination of program implementation and reporting. In addition, the cluster leads are charged with acting as *the provider of last resort* in remaining gap areas, and, with sustaining mechanisms through which the cluster monitors and assesses its performance. Cluster leads have mutual obligations to interact with each other and to address cross-cutting issues.

2. AGRICULTURE AND LIVELIHOODS AND THE CLUSTER APPROACH

The first quarter of 2009 has seen increasing volatility in southern and central Somalia as a result of intensified clashes between forces of the Transitional Federal Government of Somalia (TFG) and opposing insurgents, which has led to renewed population displacement, market disruptions, the destruction and confiscation of livelihood assets, and disruptions to economic activities and trade as well as limited access for humanitarian assistance.

Additionally, 2009 has seen a continued deterioration of the food security situation in the central regions due to prolonged drought as a result of five consecutive seasons of failed rain. According to the FSNAU, roughly 60% of the population in these regions are in an assessed state of Acute Food and Livelihood Crisis (AFLC) or Humanitarian Emergency (HE). There are also reports of emerging drought and acute food and livelihoods crisis in the northern pastoral areas of Sool, Sanaag and northeastern Togdheer.

In order to enhance humanitarian coordination, as well as the resulting effectiveness and timeliness of emergency response, the Inter-Agency Standing Committee (IASC) at global level has made a number of recommendations, among which FAO was identified as the lead UN agency for the coordination of emergency response in the agriculture and livelihoods sector. To increase local involvement and participation in Somalia, FAO is promoting co-chairing of the cluster with a Somali national NGO. Since the inception of the cluster approach in Somalia in 2006, two National NGOs have co-chaired the cluster, namely: the Advancement for Small Enterprises Programme (ASEP), working mainly in Gedo region of southern Somalia, and currently the Somali Organic Agriculture Development Organization (SOADO), working in Hiran region.

Specifically, the mandate of the Agriculture and Livelihoods Cluster for Somalia is to:

- Ensure **coordination of emergency Livelihoods and Agriculture programs** and activities amongst partners engaged in emergency Livelihoods and Agriculture response, **both in Nairobi and Somalia**;
- Ensure that an **adequate emergency preparedness/contingency plan** is in place and support cluster members to provide timely Agriculture and Livelihoods response during emergencies;

- Facilitate **effective sharing of information** and data among Agriculture and Livelihoods cluster partners (**both in Nairobi and Somalia**) and across other sectors and clusters to improve response and to minimize programmatic gaps;
- **Build capacity** of cluster members, relevant ministries and affiliated local bodies where they exist, and other organizations involved in the provision of emergency Agriculture and Livelihoods.
- **Advocacy** for funding for cluster interventions and interventions by member agencies of the Agriculture and Livelihoods Cluster.

3. COLLECTIVE RESPONSIBILITIES OF THE CLUSTER

- Exchange ideas, information, guidelines, statistics and other data among the members to strengthen programs, sharing resources wherever possible;
- Actively contribute towards publicizing and promoting visibility of the activities of the cluster members, through providing input towards the OCHA Humanitarian Cluster Quarterly reports and other forums as necessary;
- Undertake where and when necessary a co-ordinated joint cluster assessment and map the Agriculture and Livelihoods needs of the affected communities and areas to minimize implementation gaps and map capacities, working locations and types of service provision in order to plan for contingencies and to ensure surge capacity;
- Promote access to livelihoods for displaced populations and other vulnerable groups during emergencies;
- Promote response actions in Acute Food and Livelihoods crisis (AFLC) zones to prevent a deterioration to Humanitarian Emergency (HE), while at the same time responding in a timely manner in HE zones.
- Collectively identify response gaps and initiate activities in emergency areas and for specific populations not served;
- Raise, discuss and make recommendations for arising policy issues;
- Develop standards and ensure harmonization of procedures as appropriate;
- Provide or request guidance and capacity development for an agriculture and livelihoods response that meets agreed minimum standards and is in accordance with government guidelines where possible/available
- Prepare joint proposals, where feasible, to ensure a consolidated response and harmonized implementation;
- Identify regional or zonal stockpiles and other necessary resources needed for emergency response and ensure adequate/reasonable stocking especially for recurrent emergencies;
- Track agreed upon common indicators to measure progress towards key milestones and to support consolidated reporting/advocacy on behalf of the entire cluster.

4. KEY TASKS AND ASSIGNMENTS OF THE CLUSTER LEAD

The Cluster lead is accountable to the Humanitarian Coordinator and reports on a day to day basis to the lead agency (FAO Somalia), with the aim of ensuring a more effective, coordinated response capacity, in response to humanitarian crisis in Somalia. Specific tasks and assignment of the cluster lead includes:

1. Identification of key partners:

- Identify key humanitarian partners for the cluster, respecting their existing mandates and program priorities
- Identify other key partners including local and national authorities, NGOs, community-based organizations, business leaders and agriculture and natural resources expertise within the Somali diaspora, etc.

2. Coordination of program implementation:

- Ensure appropriate coordination with all humanitarian partners (including national and international NGOs, the Red Cross/Red Crescent Movement, International Organization for Migration (IOM) and other international organizations active in the sector) 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;
- Ensure full integration of the IASC's agreed priority cross-cutting issues, namely human rights, HIV/AIDS, age, gender and environment, utilizing participatory and community-based approaches. In line with this, promote gender equality by ensuring that the needs, contributions and capacities of women and girls as well as men and boys are addressed;
- Secure commitments from cluster participants in responding to needs and filling gaps, ensuring an appropriate distribution of responsibilities within the cluster, with clearly defined focal points for specific issues where necessary;
- Ensure that participants within each cluster work collectively, ensuring the complementarity of the various stakeholder's actions;
- Promote emergency response actions while at the same time considering the need for early recovery planning as well as prevention and risk reduction concerns;
- Ensure effective links with other clusters (with OCHA support);
- Represent the interests of the cluster in discussions with the Humanitarian Coordinator on prioritization, resource mobilization and advocacy;
- Act as focal point for inquiries on the cluster's response plans and operations.

3. Planning and strategy development:

Ensure predictable action within the cluster for the following;

- Needs assessment and analysis;
- In co-ordination with cluster members, identify gaps and ensure proper response;
- Developing/updating agreed response strategies and action plans for the cluster and ensuring that these are adequately reflected in the overall country strategies, such as the Common Humanitarian Action Plan (CHAP) an integral component of the CAP process.

- Drawing lessons learned from past activities and revising strategies and action plans accordingly;
- Developing an exit, or transition, strategy for the cluster.

4. Application of standards:

- Ensure that cluster participants are aware of relevant policy guidelines, technical standards and relevant commitments that the Government/concerned authorities have undertaken under international human rights law;
- Ensure that responses are in line with existing policy guidance, technical standards, and relevant Government human rights legal obligations.

5. Monitoring and reporting:

- Ensure adequate monitoring mechanisms are in place to review impact of the cluster and progress against implementation plans
 - to include an analytical interpretation of best available information in order to benchmark progress of the emergency response over time; ie. use of monitoring indicators (quantity, quality, coverage, continuity and cost) of interventions, which are derived from working towards meeting standards (mentioned in point 4).
- Ensure regular and adequate reporting against cluster indicators of intervention progress and impact (quantity, quality, coverage, continuity and cost), to include a cluster gaps analysis.
- Ensure effective information sharing (with OCHA support), with due regard for age and gender desegregation.

6. Advocacy and resource mobilization:

- Identify core advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the Humanitarian Coordinator and other actors;
- Advocate for donors to fund cluster participants to carry out priority activities in the sector concerned, while at the same time encouraging cluster participants to mobilize resources for their activities through their usual channels.

7. Training and capacity building of national/local authorities and civil society:

- Promote and support training of humanitarian personnel and capacity building of humanitarian partners;
- Support efforts to strengthen the capacity of the national/local authorities and civil society.

8. Acting as “Provider of last resort”:

- As agreed by the IASC Principals, cluster lead agencies are responsible for acting as the provider of last resort to meet agreed priority needs, to be supported by the Humanitarian Coordinator in resource mobilization efforts in this regard;
- This concept is to be applied in an appropriate and realistic manner for cluster cross-cutting issues such as protection, early recovery and IDP/refugee interventions coordination.

5. DELIVERABLES FROM CLUSTER CO-CHAIRS

- Alternates with Cluster lead in chairing the monthly cluster meetings.
- Ad hoc cluster coordination meetings called as and when required in response to the development of emergency situations, coordination and subsequent evaluation of the emergency response, preparation and presentation of reports with sector updates and situation reports. At least one meeting to be held in each calendar month.
- Contribute to the inter-agency cluster working group meetings.
- Development of response plans in respect of identified potential emergency/humanitarian crisis situations
- Development of mechanism and identification/selection of SMART indicators for monitoring the impact of Agriculture and Livelihoods Cluster response to emergencies and sharing with cluster members for endorsement.
- Specific Agriculture and Livelihoods Cluster disaster response evaluation reports.
- Contribution to overall evaluations of cluster-led humanitarian response.
- Positioning/embedding of IASC Agriculture and Livelihoods Cluster within the relevant CISS³ sectoral committee; determined as the Food Security and Rural Development Committee (FSRDC) meeting. Regular bi-directional representation with the CISS Agriculture and Livestock Working Groups.

Management, Organization and Time frame for Cluster Co-chairs:

Reporting

1. The cluster co-chairs will report to the UN Somalia Humanitarian Coordinator on overall cluster coordination issues.
2. The cluster co-chairs will provide regular progress reports to FAO Somalia, given the latter's role as lead agency for the cluster.
3. The cluster co-chairs will regularly report back to the monthly meetings of the Somali Support secretariat's Food Security and Rural Development Committee.

Qualifications and specialized knowledge for Cluster Co-chairs:

1. A professional level qualification in agriculture and livelihoods.
2. At least five years experience in the above-mentioned field, preferably with UN and/or NGO experience.
3. A solid professional knowledge of agriculture and livelihoods in the Somalia context.
4. Strong interpersonal, coordination and negotiating skills.
5. Strong analytical and presentation (oral and written) skills including use of essential computer software packages.
6. The ability to meet deadlines and work with minimal day to day supervision.
7. A commitment to make the cluster approach work.

³ CISS (formerly SACB) or SSS (Somali Support Secretariat) is the body for the Coordination of International Somali Support.

6. PURPOSE AND FORMAT OF CLUSTER MEETINGS

- To provide a forum for the discussion of implementation challenges, arising humanitarian concerns and evolving security issues with a focus on developing and operationalizing collective responses;
- To analyze the evolving needs of the Somali population and to jointly develop, update and revise strategic programmatic responses;
- To provide updates on members' ongoing activities and new programs as well as newly identified gaps in overall implementation/coverage;
- To work towards the resolution of arising policy, programmatic, security or funding issues.
- Cluster technical/support team to circulate draft agenda and other documents one week prior to the cluster meetings to allow for preparation and inputs by cluster members. Cluster members are required to submit their inputs on the draft agenda within two days before the meeting.

7. CLUSTER MEMBERSHIP AND PARTICIPATION

The agriculture and livelihoods cluster for Somalia is open to all agencies committed to participate in coordinated agriculture and livelihoods responses in emergencies in line with agreed upon standards and best practices, and willing to actively participate in strengthening capacity in the sector. The agriculture and livelihoods cluster strives to include key humanitarian partners, respecting their differing mandates and program priorities.

Agencies should nominate a maximum of one (1) representative/member to participate in the cluster's proceedings who is well qualified and conversant with the agriculture and livelihoods sector in Somalia and/or in other countries to ensure added-value to the work and role of the cluster.

Members should be committed and dedicated to participate and to ensure effective and efficient performance of the cluster's tasks.

New organizations seeking membership with the Agriculture and Livelihoods cluster must, in addition to the above, meet the following minimum criteria:

- 1) Be undertaking activities in the Agriculture and Livelihoods cluster and are required to submit organization profile to validate this;
- 2) Satisfactorily complete the stratification matrix, providing additional details on the organization (i.e. specific areas of operation, number of beneficiaries, areas of intervention/activity)

8. DECISION MAKING

Decisions will be undertaken on the basis of consensus by cluster members. Where consensus cannot be reached a voting process will be initiated. Each member (agency) of the cluster is entitled to one vote. Decisions will be based on a simple majority. Depending on the issues, the cluster chair/lead can call for a vote by members to ensure a fair and democratic process is followed to reach a decision. The Cluster will endorse the major decision after the voting exercise.

9. PROPOSAL REVIEW COMMITTEE

- Review, comments and make recommendations on agriculture/livelihoods - related emergency project proposals submitted to the Humanitarian Response Fund and any other pooled funding.
- The proposal review committee is expected to evaluate technical soundness, relevance, agreed cluster response priorities and work with the submitting agency in improving the proposal prior to submission to HRF unit for consideration.
- If the proposal does not meet the above criteria, it is at the discretion of the proposal review committee to send back the proposal to the submitting agency for revision or re-direct the proposal.
- Once the proposal review committee receives a proposal, it is required to give comments to the submitting agency and/or the HRF within a period of no longer than five (5) working days, or even a shorter duration in case of life-threatening emergency situation.

10. CONDITIONS OF WORK

The Livelihoods and Agriculture cluster will be provided with full support from FAO Somalia, including basic office support at Nairobi and at the field level.

11. TIME FRAME

Somalia is one of four countries piloting the IASC humanitarian cluster approach for improved coordination of the humanitarian response to emergencies. Following consultation with partners and in compliance with the Global Humanitarian Reform, the Somalia Inter-Agency Standing Committee (IASC) was established in January 2006. Subsequently nine IASC clusters⁴, including the agriculture and livelihoods cluster, have been formed together with respective cluster leads and co-leads. In October 2006 a first “in-country self assessment” of the cluster approach was carried out. There will be periodic evaluations of the cluster approach, where the claimed advantages of the cluster approach will be fully evaluated.

⁴ i) Food Aid, ii) Agriculture and Livelihoods, iii) Water and Sanitation, iv) Health, v) Nutrition, vi) Protection, vii) Education, viii) Logistics Cluster. A 9th cluster – the Shelter and NFI's Cluster - was formed in November 2006.