

GLOBAL LOGISTICS CLUSTER PREPAREDNESS 2016 – 2018

Global Working Group

Terms of Reference

Version: Dec 2016

Date established: *June/2016*

GOAL

The Working Group (WG) on Global Logistics Cluster (GLC) Preparedness promotes collaboration in preparedness among humanitarian actors, as part of accomplishments towards the GLC Strategy 2016-2018 – Goal 1: Prepare. The WG has both a normative and an operational role directed towards the following objectives, activities and outcomes:

OBJECTIVES:

- Develop GLC Preparedness Strategy to serve as a guidance on preparedness activities at the Global, Regional and National level
- Develop a schedule and budget for strategy and activity implementation
- Identify and define preparedness activities and partners best placed to implement activities
- Oversee and support the implementation of the strategy and related activities
- Develop and oversee the Monitoring, Learning and Evaluation of the strategy and related activities

ACTIVITIES

- **Mapping:**
 - Existing preparedness initiatives
 - Partner networks
 - Private sector networks
 - Regional and National Disaster Management networks
- **Network Engagement and Expansion of:**
 - International, Regional, National and Local partners (field level Working Group engagement)
 - International, Regional, National and Local private sector and National Clusters (where applicable)
 - Regional and National Disaster Management Organisations/Civil Protection/Government
- **Supply Chain Resiliency Assessments and Analysis:**
 - Joint missions conducting risk and capacity assessments
 - Joint working groups for strategy development, risk and capacity analysis, preparedness gap analysis, drafting initiative proposals and response plans, rehearsals, drills and revisions.

OUTCOMES

- **Two risks/priority gaps identified/mitigated and addressed, per country**
 - Localised preparedness initiatives identified, prioritised, actioned, monitored and integrated where possible.
 - Advocacy for preparedness initiatives
- **One Response Plan per country:**
 - Jointly drafted, solidifying intra-Cluster collaboration and coordination, together with localised structures and governments where applicable
 - Jointly rehearsed, drilled and regularly revised, pre/during/post emergency

GOVERNANCE & CHAIR/CO-CHAIR

Officially created in 2016, the WG, as per the above objectives, tasks and outcomes, decides on, prepares and conducts tasks related to the multi-year strategy. For due process and openness, the WG is presided over by joint chairs: the GLC Coordinator and a jointly appointed co-chair, per pilot country. The GLC will be the secretariat of the WG and in the event that the proposed WG funding model is agreed, approved and funded, the GLC will be the WG treasurer.

Decisions are reached by consensus with Chairs taking final decisions on recommendations and actions where necessary. In the event of a pilot country emergency, the group convenes to adjust plans in real-time, as well as convene post-emergency for plan revision under the same structure.

MEMBERSHIP

Open to all Logistics Cluster partner agencies, organisations, institutions, donors and related entities. The WG currently consists of 28 individual members as agreed at the Global Partners Meeting in June & November 2016.

Current members include: LET, Oxfam, Tearfund, Unicef, THW, CRS, British Red Cross, STC UK, UNOPS, DFID, ECHO, USAID, KLU, Concern, IOM, HELP Logs, Care USA, ACF Fr, IRW, OCHA, German Red Cross, Mercy Corps and UNFPA. MSB have requested WG observer status.

MEETING SCHEDULE AND FREQUENCY

GLC Preparedness focal point facilitates WG meetings, convening over Skype/teleconference every 2 months or as required. Workshops and face to face meetings will also be facilitated to review progress and the way forward, where capacity and funding permit.

REPORTING

Major achievements, progress, feedback and guidance seeking activities of the WG will be held at Global partners meetings.

FUNDING

The WG will operate through self-funding basis until funding is provided for such activities.