

Guidance on Yemen Shelter Cluster Membership

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I. About the Shelter Cluster

The Shelter Cluster was officially activated on the 5th of March 2010 and is led by UNHCR. It serves as an inter-agency mechanism to coordinate shelter, settlement, and shelter-related non-food items (NFIs) during humanitarian responses, particularly in situations of internal displacement (IDP).

For more information, visit: [Shelter Cluster Yemen](#)

II. Why should your organization join the cluster system?

Benefits of joining the Shelter Cluster in Yemen include:

- **Enhanced visibility and influence** in the humanitarian community
- **Access to funding opportunities and resources**
- **Technical guidance and capacity-building**
- **Information sharing** on gaps, needs, and response updates
- **Networking and partnership opportunities** with other humanitarian actors
- **Involvement in strategic planning and advocacy efforts**

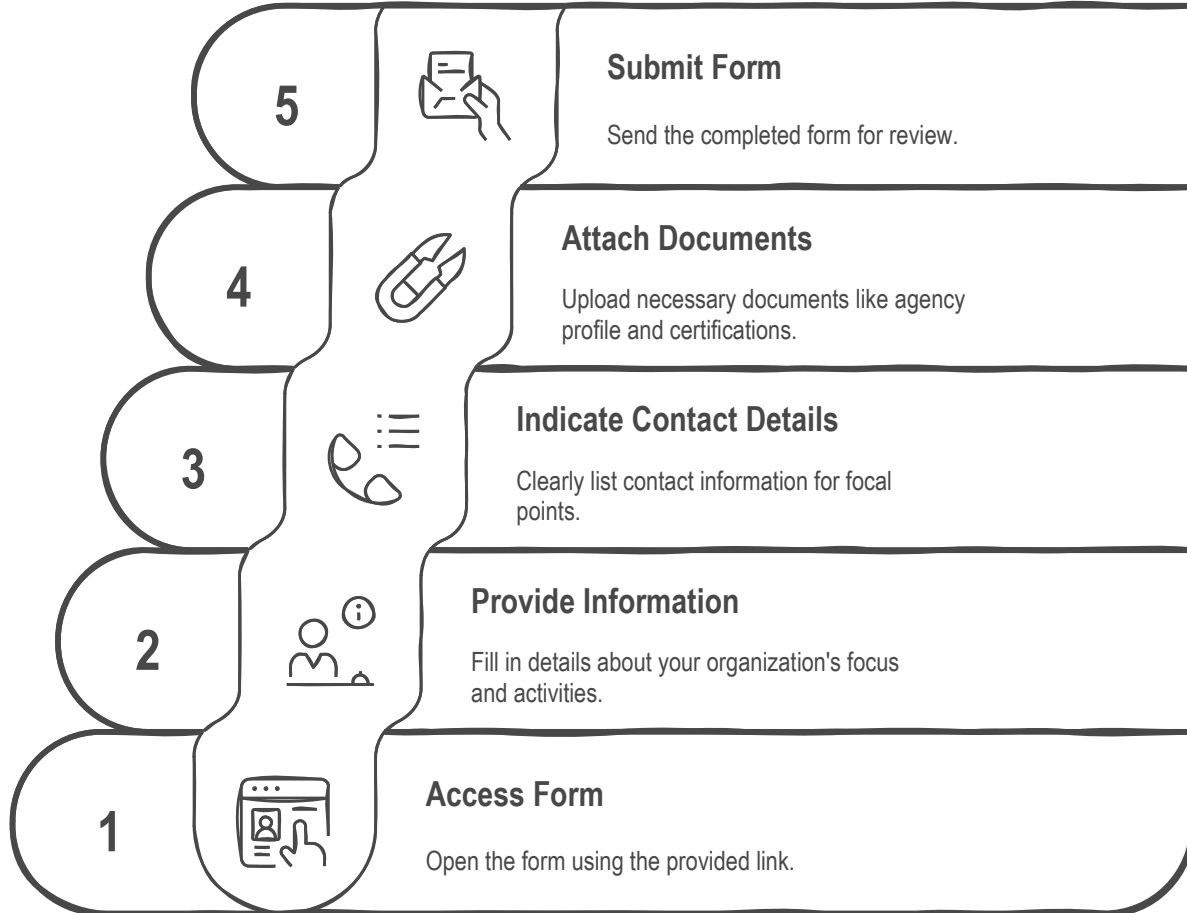
III. How to apply for Shelter Cluster Membership in Yemen?

The Shelter Cluster in Yemen is open to the following types of organizations:

- Academia and research institutions
- Donors
- Red Cross/Red Crescent Movement (IFRC, ICRC, National Society)
- Private Sector
- UN agencies
- National and Local NGOs
- Authorities

To apply for membership, organizations must complete the Shelter Cluster Membership Application Form available at: [Link](#). This form collects essential information regarding the organization's operational capacity, areas of intervention, and focal points.

Steps to complete the form:



IV. Membership Types

The Shelter Cluster in Yemen manages two mailing lists to facilitate communication and information sharing among partners:

1. Active Type

- This list is exclusively for active partners who meet the criteria outlined in the following section.
- Active partners are expected to provide regular updates through 4Ws reporting, participate in cluster meetings, and engage in technical working groups.
- Membership in the active type is contingent upon maintaining active status as per the established criteria.

2. Information Sharing Type

- This list is open to non-active partners, stakeholders, and other organizations wishing to stay informed about the Cluster's activities, updates, and announcements.
- Organizations on this list will receive general information, updates on key events, and relevant publications.
- No reporting or participation requirements apply to the information-sharing list.

3. Observer Type

- This list is for organizations that do not meet the criteria for active membership but wish to observe cluster meetings and contribute to coordination efforts if they have the capacity.
- These partners can attend meetings to stay informed and share insights but are not required to report regularly or participate in technical working groups.
- Observer members may be invited to support specific coordination activities based on their expertise and capacity.

To join either mailing list, partners should indicate their preference when completing the membership application form.

V. How to become an active Shelter Cluster member in Yemen

Active members are expected to:

- Submit 5Ws reports for ongoing and planned activities monthly
- Participate regularly in cluster meetings
- Engage in technical working groups and ad-hoc discussions
- Report stock levels and emergency response activities

- Contribute to the development of response strategies and contingency planning
- Eligible to Yemen Humanitarian Pooled Fund.
- Currently or recently implemented Shelter and NFI activities.

VI. Shelter Cluster membership commitments in Yemen

Organizations joining the Shelter Cluster in Yemen commit to:

- Upholding humanitarian principles and the Principles of Partnership
- Mainstreaming protection and accountability in program delivery
- Actively contributing to cluster initiatives and inter-cluster coordination
- Ensuring accurate and timely information sharing
- Supporting advocacy efforts to mobilize resources and enhance visibility

VIII. Discontinuation of the membership in Yemen

Membership may be discontinued under the following circumstances:

- Voluntary withdrawal by the organization
- Ceasing operations in Yemen
- Cluster deactivation as determined by the Humanitarian Country Team (HCT)