



TERMS OF REFERENCE STRATEGIC ADVISORY GROUP (SAG)



SPECIAL NOTE

Membership of the SAG does come with both expectations and responsibilities. Therefore, all organizations wishing to express interest in becoming a member of the SAG should review the ToR that outlines the roles and responsibilities. Organizations either taking a lead role in coordination at field level, or having significant thematic expertise, or having significant operational shelter experience in Afghanistan are encouraged to join the SAG.

One of the roles of the SAG will be reviewing and updating the current ToR and ideally SAG members would fulfil the requirements below:

- Organizations should have the ability to be represented both in Kabul and various regional areas and are consistent in their engagement within the shelter cluster
- Organizations should be represented by senior members of their respective organization. Each member will need to have one focal point and one alternate
- Organizations are ready to share information and expertise within the group and share information from the SAG in their agency
- Organizations will contribute the main responsibilities outlined in the ToR as per their capacity and will commit to constructive cooperation

Contact us :

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Background

The SAG was activated in 2015 to ensure Cluster's alignment with the country humanitarian strategy and Strategic Response Plan as well as to accompany its reviewing process. Moreover, the need for an active engagement of Cluster Partners (CPs) in SAG discussions is essential.

The SAG is the common debate environment where all active partners should seek to align their own strategies with identified humanitarian needs, operational priorities and humanitarian standards. This should also be the reference body to support the consolidation of common operational strategy, technical guidelines, workplan, preparedness/response plan, reporting, M&E and fund seeking approach.

As this is an important and complementary mechanism to Cluster Coordination, the SAG will be chaired by the Shelter Cluster Coordinator and provide regular updates during Cluster Meetings. The frequency of meetings will be conducted on an ad-hoc basis, as deemed necessary.

Organization and Composition

Aiming on ensuring the wider representation but taking into account the importance to strengthen multi-lateral coordination, the ideal approach is to have one representative from each main stakeholder group, who in turn, would have her/his own previous consultations among the referred group.

In line with the objective to empower partners and to strengthen leadership among the cluster community, roles and responsibilities should be defined for SAG members.

The organization of the SAG is foreseen as having a Chairperson, a Deputy Chairperson and Group Members. The SAG roles should be agreed/voted by CPs among those organizations volunteering for the tasks. The process should be consultative ensuring the maximum participation of active CPs.

The recommended composition of the SAG should reflect the legitimacy and representativeness of its members and to facilitate the understanding and common approach of each stakeholder group. Decisions on key issues should be achieved by consensus and aligned with the views of most of its members.

Core Functions and Responsibilities

1. Decide the composition, roles and rotation of SAG members
2. Agree on meeting frequency and venues.
3. Establish TWIG to carry technical tasks. i.e, technical designs, cash assistance, assessment tool, PDM tool, etc
4. Review and agree the Cluster Strategy and Contingency Plan and coordinate revisions if necessary.
5. As would be agreed, have quarterly or bi-annual oversight of the Cluster Work Plan to ensure that is progressing well and there are no major issues, and that Cluster Partners are holding accountable to their operational commitments.
6. Ensure that cross cutting issues are integrated in CP responses and oversight its implementation.
7. Review and agree on Cluster's benchmarks, indicators and performance.
8. Coordinate advocacy and develop position papers relevant to Cluster areas/modalities of intervention and people of concern.
9. Guide the Cluster in ensuring liaison and dialogue with relevant stakeholders and facilitate the implementation of CPs' programs
10. Support a common and fair approach to fundraising activities/opportunities and inclusive selection processes of CPs.
11. Provide strategic support to ensure that the existing mechanisms and systems are transparent and provide equitable allocation and monitoring of 'pooled' funds available to Cluster partners.
12. Support the Cluster Performance Review Mechanism, provide recommendations on performance improvement and discuss integration of best practices and lessons learned
13. Propose trainings, workshop and capacity building initiatives to strengthen the efficiency of CPs and Government Authority partners.
14. Any other tasks agreed and self-imposed by SAG members in line with its strategic mandate.

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