



## GBV AoR Ways of Working (SOPs): Roles and Responsibilities

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### Background

The Gender-based Violence Area of Responsibility (GBV AoR) is the global level forum for inter-agency coordination and collaboration on GBV prevention and response in complex and natural disaster humanitarian settings with regard to the protection of internally displaced persons (IDPs). Within the overall humanitarian response architecture, the AoR brings together NGOs, UN agencies, academics, and others under the shared objectives of ensuring more predictable, accountable and effective GBV prevention and response in emergencies. The GBV AoR also works to strengthen system-wide preparedness and technical capacity to respond to humanitarian emergencies. The GBV AoR was founded in 2006 and sits within the Global Protection Cluster (GPC), one of the eleven humanitarian clusters established by the Inter-Agency Standing Committee (IASC) in 2005, and as such the mandate of the GBV AoR relates to Internally Displaced Persons/IDP contexts. United Nations Populations Fund (UNFPA) has been the lead Agency since April 2016.

**Vision<sup>1</sup>:** Gender-based violence is eliminated in all humanitarian crises.

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<sup>1</sup> GBV AoR Strategy 2018-2020



**Mission:** The GBV AoR works collectively to improve the effectiveness and accountability of humanitarian response for the prevention of and response to all forms of gender-based violence, to ensure that the agency and capacity of survivors is recognized and reinforced and that primary prevention efforts are effectively employed to address underlying gender inequality.

**Operational Principles:** In pursuit of the vision, mission and priorities of this strategy, the GBV AoR commits to the following operational principles as ways of working and will apply these across all areas of its work: Gender Equality, Partnership, Localization and Accountability.

## 1. GBV AoR membership structure:

The GBV AoR revised its membership structure in 2015<sup>2</sup> to improve its ways of working and deepen impact on country level.

**Membership falls into the following categories:** 1) GBV AoR core members, 2) associate members and 3) listserv participants.

Applications for core and associate membership can be submitted throughout the year in writing, including a formal letter of engagement, to the GBV AoR Coordination Team (CT) in Geneva.

### 1.1 Core member criteria:

Organizations (not individuals) engaged in GBV prevention and response, research and advocacy in humanitarian settings that

- 1) Commit to substantial, sustained engagement in a formal letter addressed to the GBV AoR Global Coordinator
- 2) Actively contribute to the work of the AoR, and at minimum will attend annual retreats; participate in monthly calls; work actively to contribute to work plan activities and by leadership or active participation on a task team, reference group or interest group.
- 3) Bring a multi-country perspective and be operational in at least two countries.

Each member organization designates one representative, and at least one alternate to serve as GBV AoR focal points. (This does not mean that the Core Member is the only representative from any organization who can participate in task teams.) It is up to each core member agency to decide who will be the representative; the person can be based in a field location.

### 1.2 Core Members - the decision making body of the GBV AoR

The core members have a strategic advisory function and have a voting right, although to the extent possible, decisions of substance will be taken on a consensus basis.

To ensure consensus based group decision-making<sup>3</sup>, the GBV AoR CT gathers the inputs and ideas of the group, synthesizes these, to arrive at a final decision acceptable to all.

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<sup>2</sup> The membership structure was revised in line with recommendations stemming from the 2014 Management Review.



They support the interests of the AoR above institutional interests. Core members have no management authority over the Coordination Team.

The annual meetings are decision making fora.

In addition, the GBV AoR Coordinator will invite the core members for monthly calls, around an annotated agenda with a clear list of decisions to be taken and GBV AoR recommendations to that effect, as well as a list of upcoming processes that need core member engagement, comments and feedback (upcoming deadlines). The meetings will function as a sounding board, and will not be used for general information sharing.

The monthly core member meetings will be organized at a regular time, and 'bullet point minutes' will be shared with all core members within a couple of days.

In addition, the core members will report and collectively review GBV AoR Work Plan progress once a year, and agree on adjustments needed.

### **1.3 GBV AoR Core Member responsibilities:**

1. Uphold, use and actively promote GBV AoR agreed principles, standards, tools and other products at all levels within our organization, and within the humanitarian architecture as a whole;
2. Share tools, expertise, resources and learning relevant to the GBV in emergencies sector with the core members and field sub-cluster members,
3. Endorse the work plan and the overarching strategy, and contribute to the discussions leading up to that by identifying objectives and priority activities within the designated areas of work and in line with overarching strategies, and in line with the core purpose of the group;
4. Actively contribute to the work through participating in monthly calls and taking on or contributing to activities in the work plan, membership or leadership of a Task Team and/or contributing to working groups;
5. Contribute to the resources to the GBV AoR, including human resources in an inter-agency spirit, to strengthen AoR capacity, and in particular its operational capacity to support field coordination groups and implement the work plan;
6. Provide input to inter-agency tools and resources produced by the GBV AoR, according to area of expertise, mandate and interests; endorse these tools and resources;
7. Support joint advocacy and fundraising efforts for agreed GBV AoR priority activities;
8. Participate in the annual strategy meeting and cover the cost of participation through their organizational travel budgets, as well as participate on regular basis on AoR calls;
9. Consult with the global coordinator, to bring to her/his attention particular countries in need of special technical support or advocacy, and on the potential need for the

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<sup>3</sup> Consensus does not mean that every member will agree that a decision taken is the best one, but it does mean that in coming to that decision, no one felt that her/his position was misunderstood or that it was not given a proper hearing.



- establishment of a new task team or working group, to raise the proposal with the core members;
10. Actively participate in or support field-level coordination fora where the cluster or cluster-like approach has been activated, within which GBV emergency prevention and response are being delivered;
  11. In consultation with UNFPA and based on need, actively fundraise to hire GBV coordinators at sub-national level, or as co-coordinators at national level, to ensure sustainable coordination structures.
  12. Provide feedback on TORs for REGA country missions, and pro-actively support through their organization's field level operations sub-cluster members to raise requests when they identify the need for a mission, and provide follow-up to REGA mission recommendations; and
  13. Agree on criteria for REGA (RRT or other technical support) deployments to guide the decisions of the Coordination Team (Rega Manager) and feed into consultations on country prioritization.

### **1.3 Benefits of being a core member:**

- Information and knowledge sharing – will receive all correspondence, products and resources
- Collaboration – Participate in relevant task teams or interest groups, enabling them to connect to partners working on similar issues
- Participation – Influence the work of the GBV AoR, strategic direction and focus areas
- Resource mobilization – Access funding and human resource opportunities through collaborative working and joint funding arrangements
- Visibility – Be highlighted on website, AoR Calls, Webinars, or the Monthly Update.
- Collective advocacy – Bring increased attention to a specific issue by advocating through a collective voice.
- Improved quality programming on GBV prevention and response – through sharing of materials and keeping up to date with GBV programming trends and analysis.

**1.4 Associate members are organizations** working directly on GBV in emergencies that cannot make the commitments required of core members; or are individuals with GBV expertise, including consultants and academics for organizations working in a field related to GBV in emergencies. They commit to actively contribute to the work of the AoR through activities in the work plan, participation on monthly calls, or task team membership. Associate members may contribute to consensus decision making processes but do not have decision taking authority or a voting right. They will benefit from the technical sharing, learning and exchange. Associate members submit letters of commitment and are expected to designate one representative and one alternate to serve as focal points.

**1.4 Termination of membership:** Members may terminate their involvement in the GBV AoR by providing written notice to the Global Coordinator. The member organization will be removed from the list of members and the core member group will be informed accordingly.



## 1.5 The listserv

The listserv is open to everyone who is interested in the field of GBViE. Being on the listserv entails no specific responsibilities or accountability but an opportunity to be informed about resources and ongoing initiatives, and contribute to ongoing debates. The listserv is updated by the GBV AoR Coordination Team (CT).

## 1.6 Informal donor group

Finally, the AoR CT keeps a list of interested donors and these are also invited to country specific calls and select meetings. The group has not yet been formalized based on bilateral consultations during the membership restructuring process. The AoR CT and core members will organize annual donor briefings to report on the GBV AoR work plan, and will continue to progress toward a more structured relationship with this donor group. In principle, AoR donors will be invited to the annual meetings of the GBV AoR, or AoR dedicated debriefings. The GBV AoR CT maintains regular bilateral engagement with its key donors. The AoR CT may also ask donors to select representatives among themselves, and have a separate briefing for the donor group at large.

The CT participates in the GPC Donor Dialogue. The AoR maintains a good professional relationship with the Call to Action Donor and State Group Co-Chairs and key messages and advocacy notes are shared with this group sometimes via the PATT. Dedicated calls, as well as Strategy Consultations, are set up through this group. The GBV AoR CT will continue to actively engage the Call to Action Donor and State Group.

## 2 GBV AoR Coordination Team (CT):

The GBV AoR Coordination Team is primarily based in Geneva, but also includes a team of Regional Emergency GBV Advisors (REGA) based in regional UNFPA hubs and providing capacity building services with particular attention on the GBV sub-clusters within their regions. Percentages of GBV salaries for specialists based in New York are also allocated to the AoR for both general and project-specific support.

### 2.1 Role of the GBV AoR Coordinator:

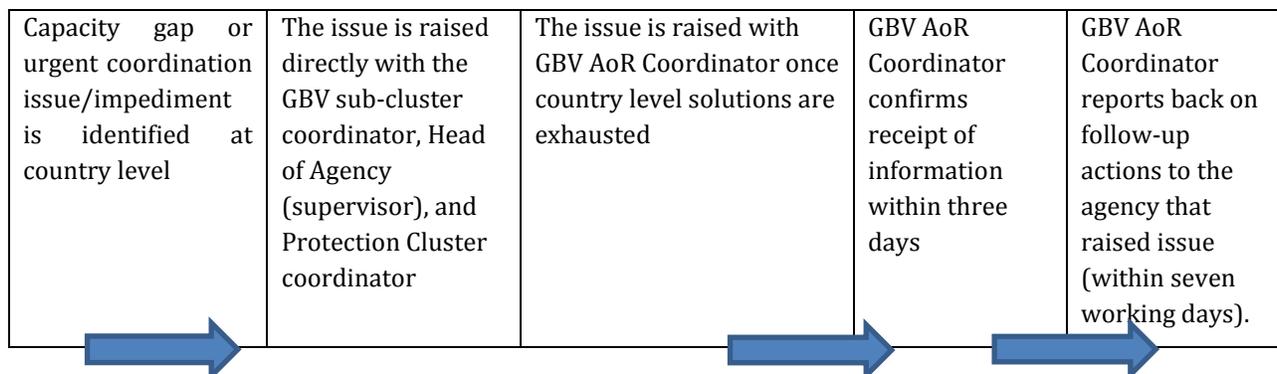
1. Leads and coordinates the collective work in line with the AoR strategy and work plan.
2. The Coordinator contributes to the implementation of the GPC Strategic Framework, participates in the GPC Program Reference Group, submits joint proposals to donors, attends the annual GPC retreat, conducts joint missions and represents the GPC as appropriate, and raises GBV country level issues through the GPC advocacy event.
3. The Coordinator is a member of the Global Cluster Coordinator Group (GCCG) and contributes to the work streams of the GCCG. The coordinator is responsible to identify and advocate for country cluster needs for support including surge capacity, and report on such issues to the AoR lead agency, GBV AoR core members and the GCCG, as relevant.
4. The Coordinator is responsible to provide input from the field that needs to be raised to the GCCG or through UNFPA as lead agency to the Emergency Directors level.
5. The Coordinator is responsible for creating partnerships with other clusters/sectors to promote GBV into humanitarian response at global and country level.



6. Advocates on behalf of country sub-clusters and at global level for increased attention, resources, more holistic quality response, inter-agency leadership and accountability for GBV in humanitarian action.
7. Manages the GBV AoR CT.
8. The TORs for the global coordinator is inter-agency in nature and she/he is expected to take decisions reflecting the views of the broader membership.
9. Has a key responsibility in helping to solve problems and issues that may hamper effective sub-cluster coordination and joint protection outcomes.
10. In supporting field coordination, the coordinator is expected to conduct missions in support of GBV sub-clusters, in particular in emergency contexts.
11. Consults with core members in a timely manner on key issues (such as relating to strategic direction, global coordination and processes, reporting and partnerships) and will consolidate these inputs to steer the work. However, when feedback is sought and not provided in time by core-members, the global coordinator is empowered to take decisions on behalf of the collective.
12. Leads the planning for the AoR annual retreats and strategy meetings in terms of content, ownership and participation.
13. Takes a proactive role in seeking AoR core member commitment to dedicate time or lead an advocacy initiative for specific global events, initiatives etc.
14. Be informed and contribute to task team achievements and streams of work, and suggest upon need for new task teams or working groups to be established, and consult on task team dismantlement
15. In terms of resource mobilization, the global coordinator presents the comprehensive and costed work plan to donors on behalf of its members.
16. Prioritizes available resources in line with the CT work plan, and inform core members of what is feasible within existing resources (including human resources) and shares global opportunities for research or calls for proposals with members.
17. Ensures coordination and interlinkages between the AoR and other relevant GBV actors such as: Call to Action, IASC GBV Guidelines Reference Group, GBVIMS, Academic Institutions, RTAP, and others.

## 2.2 GBV AoR Country coordination troubleshooting procedure:

To ensure that concerns that are raised in the field remain a priority for the GBV AoR, the following referral pathway has been agreed to solve issues as these arise:





	(as relevant)			
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### 2.3 Role of GBV AoR Deputy and REGA Manager

1. Represents the GBV AoR Coordinator in GPC Reference Group, GCCG and other inter-agency global fora as appropriate, as needed, and acts as officer in charge to the coordinator.
2. Manages the REGA team and other deployable staff and related projects (fundraising, monitoring, evaluation, reporting, contracting, liaison with standby partners, hosting agencies) and actively supports the coordinator with project management of new initiatives.
3. Provides supervision for the REGA in consultation with the global coordinator, regional country office management focal points
4. Seeks feedback on each mission from country colleagues to ensure follow up and promote quality assurance.
5. Ensures stable staffing of regional field support positions and collaborates with Standby Partners on REGA twinning arrangements to build GBV inter-agency capacity.
6. Ensures interlinkages between the REGA and the surge Rapid Responders, GBV IMS technical team, the Guidelines roll-out trainers, as well as synergies with GenCap and ProCap.
7. Informs the GBV AoR core members on strategic direction, mission criteria and project initiatives, upcoming mission TORs, and shares mission reports and recommendation to the GBV AoR.
8. Jointly advocate and liaise with donors on behalf of the AoR to support funding of activities within the AoR work plan and the provision of country coordination support (REGA and Geneva help desk)
9. Jointly keeps abreast and contributes to the work of the task teams, their challenges and achievements
10. Conducts REGA support and impact missions, and takes part in inter-agency global cluster coordinator missions upon need.
11. Acts as focal point for country sub-cluster performance monitoring.

### 3 Who are the REGA?

The REGAs focus on developing the regional- and national-level capacity of actors to strengthen inter-agency GBV prevention and response and sub-cluster (and cluster like) coordination mechanisms in complex and disaster humanitarian settings. REGAs ensure the sustainability of their interventions by supporting global, regional and country inter-agency initiatives and country operations, and in particular, the sub cluster coordinators at national and sub-national levels; national institutions including ministries and other relevant actors to assume greater responsibilities for programming and coordination, promoting substantive institutional follow-up after regional visits, and facilitating training-of-trainer workshops to national staff. REGAs will work closely with cluster leads to support humanitarian actors to implement minimum standards, especially the GBV sub-cluster coordinators but also sectors that require support integrating GBV prevention and mitigation. REGA work will be based on current best practices and resources, including but not limited to: The Handbook for Coordinating GBV Interventions in Humanitarian



Settings (GBV AoR, 2010), the revised 2015 IASC Guidelines for GBV Interventions in Humanitarian Settings, and the IASC Protection Policy.

### 3.1 REGA Strategic Framework

In 2017 core member consultation on the REGA, culminated in a new Strategy for the REGA (to be adjusted to the new GBV AoR Strategy). The consultations concluded that the REGA will increasingly engage inter-agency UN leadership and decision makers including donors and governments, to support the implementation of the IASC Policy on Protection, the Centrality of Protection and to leverage the new opportunities for GBV leadership across sectors and the HC vis-a-vis governments (including by feeding into HCT Protection Strategies, HCT Compacts, HC TOR, RTAP, Call to Action). In addition to fostering GBV leadership, the REGA will on each mission focus on providing support to the GBV sub-cluster, at national and increasingly at sub-national level, to increase capacity to deliver on core cluster functions: facilitate service delivery (referral pathways, SOPs), strategic advice to HCT, develop and implement capacity building strategy for local partners, GBViE preparedness planning, strategic planning, fundraising and advocacy (HCT, HRP, HNOs). In all their capacity building workshops and trainings, in particular local partners and organizations will be targeted.

The REGA deploy up-to and not exceeding 50% of their time to country offices (COs) within the region including other official travel. The REGA will otherwise be based in UNFPA regional offices (ROs) conducting country follow-up, engaging in interagency regional capacity building activities and contributing to global level processes linked to the GBV AoR (up to 20%). On the occasion that a REGA will deploy to a L3 emergency, the length of their deployment will be a maximum of three months over the course of one year. The REGAs will report to the REGA Manager in Geneva but will also have a designated hosting agency supervisor<sup>4</sup>.

*See Annex 1: REGA mission criteria and request form*

## 4 GBV AoR Task Teams (TT) and Reference Groups (RG)

The GBV AoR work plan is implemented through the GBV AoR Coordination Team, its task teams and reference groups. **Task Teams** are task oriented and time-limited, while **Reference Groups** are expected to have a more long-term focus, and are more similar to a community of practice. The chair(s) of TT and RGs are responsible to liaise and coordinate with the GBV AoR Coordinator.

**How to start a new TT or RG?** GBV AoR members or partners may suggest the establishment of a new group to the Global Coordinator. This is done through the submission of a concept note to the Global Coordination Team. The Global Coordinator will initiate consultations on the new concept with membership to gauge interest for co-chairing. This is primarily done through self-nomination, followed by a vote within the TT or RG, in particular when there is broad interest so as to ensure an even distribution of roles within the GBV AoR.

### Key expectations for AoR Task Teams and Reference Groups:

- The Co-Chairs have the overall responsibility for coordinating and delivering on GBV AoR work-plan defined activities.

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<sup>4</sup> See REGA Hosting Agency Agreement on the management and administration roles of the hosting agency, REGA manager and roster manager (Standby partner).



- The Co-Chair representatives have sufficient seniority to take decisions on behalf of their agencies. However, the Co-Chair can be supported by more junior staff in carrying out the work related to the task team or reference group.
- TT/RG<sup>5</sup> outputs are achieved for the benefit of the broader GBV AoR. While the TT/RG chair leads on the content of the work, the ownership lies with AoR core members. Therefore, key decisions, such as final sign off for an AoR product or action, need to be taken by the AoR core members, not the TT.
- TT/RG Groups are chaired by two core member agencies (e.g. one UN, one INGO). The co-chairing role is linked to a specific individual within the agency, meaning that decisions on agency's co-chairing roles are considered in relation to a dedicated person.
- However, as the AoR is looking to bring in new voices and diversify membership, organizations can be members of a TT/RG without being core GBV AoR members.
- TT/RG leadership is reviewed every two years to ensure opportunities for rotation and election is opened up to the core member group:
  - If a Co-Chair needs to take limited leave, his/her role may be handed over to another staff member for this limited period, based on consultation within the TT/RG Group.
  - If a Co-Chair leaves his or her organization or changes position, the Co-Chair role will not automatically rotate to another individual within that same agency. This should be put to the TT/RG and the core member group, to enable other members to also express interest – including the agency colleague – and if multiple members come forward, decisions will be taken based on vote by the members of the TT/RG.
- Each TT/RG will agree on a TOR, establish a work plan towards delivery on the identified tasks (piece of work), including a time frame for the task team.
- The TT/RG Co-Chairs have a responsibility to fundraise for the work.
- Ideally, the TT/RG work plan follows the timelines of the GBV AoR overall work plan, to facilitate planning, fundraising and reporting.

These SOPs do not apply to the **GBV Guidelines Reference Group (GL RG)**, as the group sits outside of the GBV AoR. The GL RG has a dotted line to the GBV AoR, and its coordinator is an observer in the GBV AoR Core Member group. GBV prevention and mitigation across sectors are part of the mandate and strategy of the GBV AoR and the role of GBV sub-cluster coordinators, all the while, ownership and responsibility to implement the GBV Guidelines need to lie with the other clusters and the non-specialists. It is recognized that to implement the cluster action plans at country level, produced during the Guidelines roll-out and support missions, the GBV sub-cluster coordinators have a role to play, in promoting sustainability, providing technical expertise as needed, advocating for mainstreaming within the inter-cluster coordination group (ICCG) at country level, and supporting the HCTs to deliver on their new compacts and non-negotiable leadership on GBV. Therefore, the Coordinator of the GL RG and the GBV AoR Coordinator will ensure close coordination between the GL RG and the GBV AoR, on cluster and country prioritization as well as REGA technical support to clusters on practical steps for risk mitigation.

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<sup>5</sup> The Guidelines Reference Group does not sit in the GBV AoR, and the work extends to both IDP and refugee contexts.



The GBV AoR Coordinator also has a role in communicating RG achievements and plans to the country GBV coordinators.

The Global Coordinator has a fundraising role in support of the TT/RGs, in promoting the AoR comprehensive work plan. TT/RG chairs are responsible for actively keeping the Global Coordinator informed of the work, and are accountable to the AoR core members for delivering on their commitments.

## 5 Endorsement Procedure

The AoR endorses products that have been developed through an inter-agency process within the GBV AoR. The core members will agree on clear timelines for feedback leading to GBV AoR endorsement, based on consensus decision making. This means that not all agencies need to agree with every part of the new guidance, but they have been given the opportunity to express their views. AoR branded guidance needs to be in harmony with other IASC humanitarian principles and tools.

Products and guidance that are not initiated and produced through the GBV AoR will normally not be endorsed, with decisions taken on a case by case basis<sup>6</sup>.

For advocacy products, endorsement takes place through the Advocacy and Policy Reference Group, and both agencies and the AoR may include their logos as part of the endorsement process.

## 6 AoR Lead-Agency Responsibilities

UNFPA as lead agency of the GBV AOR provides management support, office space, and programme, administrative and logistical support to the GBV AoR Coordination Team. At the regional level, UNFPA provides similar support to the REGA team based in UNFPA regional hubs. UNFPA is also responsible for resourcing the GBV AoR Coordination Team to maintain adequate and sustainable staffing levels and actively fund-raises to support other AoR-linked global initiatives (the GBV Guidelines, the Global GBViE Minimum Standards, and the GBVIMS).

At country level, UNFPA is responsible for sustaining and resourcing the GBV sub-clusters, including by ensuring GBV sub-cluster coordinators and information management officers are in place (through Surge, project and regular Fund resources). The elimination of GBV is one of three “transformational results” of UNFPA’s new Strategic Plan (2018-2021). UNFPA’s Strategic Plan has a target of ensuring dedicated full-time GBV coordinators are in place for all humanitarian crises where UNFPA has designated leadership. UNFPA is also working to increase GBV leadership and engagement at the HCT level through the strategic engagement and advocacy at global, regional and country levels. Finally, through maintaining an awareness of gaps and needs, advocacy, fundraising, and scaling up human resource support, UNFPA endeavors to act as Provider of Last Resort in non-refugee humanitarian crises where clusters have been activated.

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<sup>6</sup> The endorsement procedure needs to be further elaborated by the GBV AoR core members.



## Annex 1

### REGA Mission Criteria:

This document outlines the criteria for REGA country missions which will guide decision taking on incoming country requests to leverage impact of the REGA missions and to enhance the role of the REGA advisors as a strategic inter-agency resource.

#### 1. Inter-agency nature of deployments

REGA deployments are inter-agency in nature and should support the overall interest of the multi-sectoral and inter-agency GBV coordination and response. Mission requests need the signatures of two requesting parties to ensure the inter-agency nature of the request. One of the requesting agencies must be a UN agency or IOM (and available to be hosting agency) while the other agency can be another member of the GBV AoR, including the UN, NGOs and national partners.

#### 2. Available country level GBV capacity

a) Country level buy in and ownership – Interest for REGA capacity building support is expressed by country teams and/or sub-cluster coordinators and members, or similar coordination structures.

Requests are raised through in-country consultations and definition of needs.

b) Insufficient level of in country GBV capacity in terms of meeting the needs and scale of the humanitarian response. For example, there may be a more urgent need for REGA support in countries that receive less global attention (for example Yemen versus Syria response in 2016) or based on need for preparedness planning

c) REGA may support coordination at critical times for cluster/sector activation, revision and transition.

d) REGA may support national actors and platforms in coordination with GBV sub-cluster members

e) While REGA main focus is on IDP contexts, they may provide support also to mixed contexts, as well as refugee situations on a case to case basis and in particular for GBV mainstreaming and on the roll out of and capacity building related to global standards, GBV AoR endorsed tools and guidelines.

#### 3. Humanitarian needs

a) Humanitarian context: Humanitarian needs are defined by UN classification (L2, L3..), risk indexes (such as 2015-2016 INFORM Index for Risk Management and the UN World Disaster Risk index) and availability of research (data) documenting high GBV prevalence in country pre-emergency all the while recognizing that GBV capacity is needed at the onset of any humanitarian emergency regardless of whether data on GBV is available or not.

b) Preparedness and Contingency planning: REGA provide support in critical times for preparedness of natural disasters and potential conflict displacements. This includes GBViE preparedness workshops and support for inter-agency, inter-cluster contingency plans and preparedness activities, and on early warning indicators relating to GBV. The REGA Manager ensures that REGA preparedness activities are coordinated with the inter-agency ERP (Emergency Response Preparedness) framework and that ERP regional prioritization is considered.

#### 4. Emergency deployments:

REGAs can exceptionally be deployed to humanitarian emergencies when humanitarian needs exceed GBV AoR membership capacity and RRT response capacities. However, surge deployments should be limited to no more than three months in the course of one year to allow the REGA to concentrate on longer term sustainability and capacity building efforts. The lead agencies for GBV coordination and response have ultimate responsibility to ensure timely surge to meet the needs in country, however, REGA can under specific circumstances be deployed to meet surge needs.



**The application of criteria:** Requests for REGA mission support are expected to fill the first three criteria given above - be inter-agency in nature, and weighing humanitarian and preparedness needs with available country level capacity and buy in. The Coordination Team will justify to what extent the criteria are met in guiding decisions.

This information will be part of a REGA request package to be shared with GBV AoR country partners and is expected to enhance the quality of incoming requests and transparency on related decisions.

**In addition to official country missions requested by two signing parties and the criteria outlined above, REGA may conduct official travel** when justified in terms of strategic opportunities that open doors for regional and national cooperation, opportunities for bringing high level impact of the GBV mainstreaming work etc. such as joint missions with UN Action and participating in international events duplicated at regional levels. Decisions on official travel will be taken by the GBV AoR Coordination Team in partnership with the standby partner on budget availability.

**As a general rule, mission requests are always given priority over official travel.**