

## IASC Guidelines for Integrating Gender-based Violence Interventions in Humanitarian Action

### Inter-agency Reference Group Terms of Reference March 2015

#### Background

The Gender-Based Violence Area of Responsibility (GBV AoR) is one of four AoRs within the Global Protection Cluster (GPC). As part of their mandate to provide guidance on prevention of and response to gender-based violence (GBV) in emergencies, the GBV AoR has revised and updated the 2005 IASC *Guidelines on Gender-Based Violence Interventions in Humanitarian Settings* (the 'GBV Guidelines'). The revised GBV Guidelines were finalized and endorsed by the IASC in 2015. The overall goal of the revised GBV Guidelines is to support humanitarian stakeholders (international and national actors across all humanitarian sectors) to fulfil their responsibility to protect all those affected by crises, by:

- 1 Reducing risk of GBV by implementing GBV prevention and mitigation strategies from pre-emergency to recovery stages of humanitarian response.
- 2 Promoting resilience by strengthening national and community-based systems that prevent and mitigate GBV, and by enabling survivors and those at greatest risk of GBV to access care and support.
- 3 Aiding recovery of communities and societies by supporting local and national capacity to create lasting solutions to the problem of GBV.

To promote sustained, systematic uptake of the GBV Guidelines by humanitarian stakeholders, a detailed Implementation Strategy has been developed. This strategy aims to catalyse system change with the result that all humanitarian programming is planned and implemented to prevent and mitigate risks of GBV, and – for those non-GBV-specialist sectors with responsibility to provide services for GBV survivors<sup>1</sup> – to respond effectively to the needs of GBV survivors.

An inter-agency Task Team (c. 15 agencies + independent consultants) has overseen the revision process. As the focus shifts to implementation, and based on the experience of other humanitarian sectors that have developed and implemented minimum standards or guidance, the Task Team has been replaced by a global-level Reference Group to lead the initial roll-out and operationalize the Implementation Strategy.

While liaising closely with the GBV AoR coordination unit, the Reference Group is not a Task Team of the GBV AoR, but a separate group leading the implementation of the GBV Guidelines on behalf of the GBV community. The Reference Group will be supported by a dedicated Implementation Support Team.

This ToR covers the first three years of the GBV Guidelines' implementation, but it is envisaged that the Reference Group and the process of implementation will continue over the long term and will need resourcing (human and financial) over a period of perhaps 10 years.

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<sup>1</sup> Health, Protection, Education and Child Protection

## Reference Group Purpose

The Reference Group is an action-oriented group overseeing and leading, at global level, the effective implementation of the GBV Guidelines. The objectives of the Reference Group include:

- 1 Leading the process of rolling out the GBV Guidelines and facilitating ongoing integration of the core principles into all sectors of emergency response.
- 2 Effective, ongoing advocacy for the GBV Guidelines and implementation of the recommendations.
- 3 Mobilizing resources for ongoing GBV Guidelines' implementation.
- 4 Leading development of associated tools and sharing these with relevant actors in the field.
- 5 Encouraging individual agencies to institutionalize the GBV Guidelines.
- 6 Promoting and supporting ongoing capacity development to enable effective use of the GBV Guidelines and related tools.
- 7 Collating and sharing experiences of the GBV Guidelines' implementation among humanitarian actors.
- 8 Facilitating language translations, printing and disseminating the GBV Guidelines in various media.
- 9 Monitoring and evaluating the use and impact of the GBV Guidelines.

The Reference Group will be co-led by one of the Global Co-Lead Agencies of the GBV AoR<sup>2</sup> and one NGO partner. Each co-chair will dedicate a percentage of her or his time to the GBV Guidelines implementation.<sup>3</sup>

## Reference Group Membership

The Reference Group membership is made up principally of those agencies that have been members of the GBV Guidelines revision Task Team. Ideally, each agency will have a primary representative (usually the GBV Focal Point) who functions as the regular representative, and a second representative (who may be from another humanitarian sector) who follows the work of the Reference Group and can step in if the key person is unavailable. The Reference Group should include 1–2 members who are also members of the Advocacy Task Team, or who perform an advocacy role within their own organization. Reference Group members need to be appropriately positioned within their organization to meet the roles and responsibilities of the Reference Group, regarding influencing decision makers and colleagues within their own agencies. As there is considerable overlap between the membership of the Task Team, which oversaw the revision of the GBV Guidelines, and the Reference Group, continuity of process and institutional memory of the revision process will be assured.

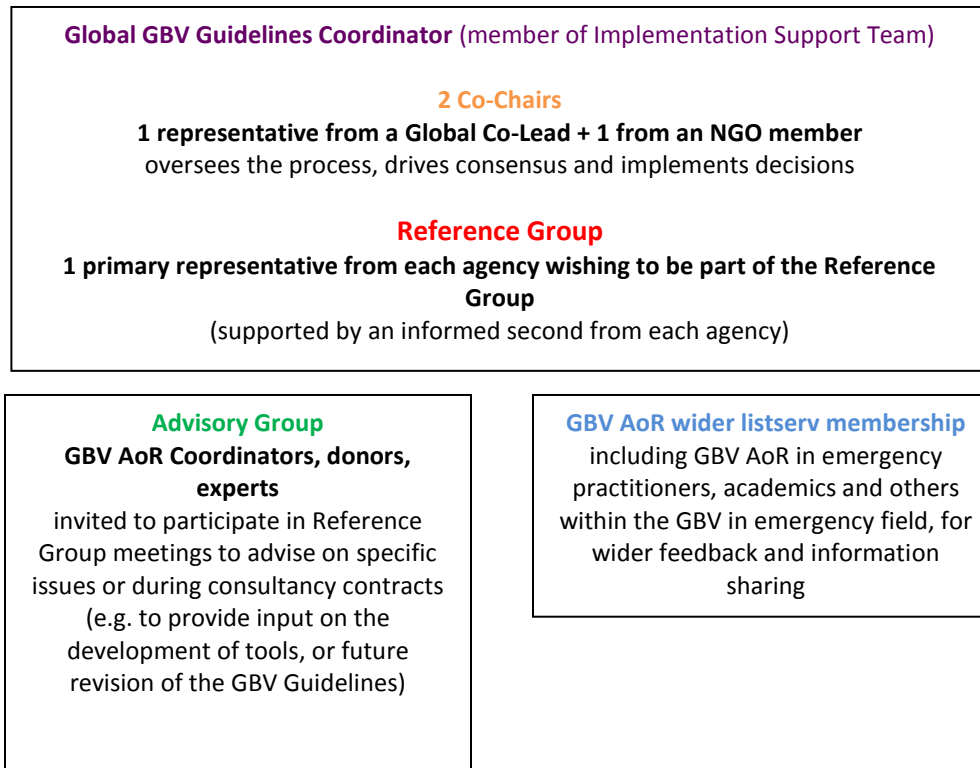
In addition, an Advisory Group consisting of Country GBV Coordinators, donors, individual consultants and experts can be called upon to join Reference Group meetings as the Reference Group deems necessary, to advise on specific issues or to develop additional tools and resources.

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<sup>2</sup> UNICEF and UNFPA

<sup>3</sup> This recommendation is based on the model of the CPWG and their very successful ongoing roll-out of the Child Protection Minimum Standards (CPMS). The CPMS co-chairs of the Implementation Task Team are 50 per cent dedicated to the roll-out, and are available to support in-country training events as well as leading the Implementation Task Team.

## Structure of the GBV Guidelines Implementation and Operationalization Process



All members of the open GBV AoR listserv will be updated periodically on implementation progress. Implementation of the GBV Guidelines will complement work in emergency settings conducted by GBV AoR personnel (e.g. the Regional Emergency GBV Advisors [REGA] and the Rapid Response Team [RRT]).

### Duties and Responsibilities of the Reference Group

#### General:

- Be responsible for keeping their respective agencies and partners informed, and be channels to provide agency input into the implementation of the GBV Guidelines and any tools/resources that may be developed over the coming years.
- Participate in a monthly telecom and one face-to-face meeting per year to contribute to the planning and monitoring of all inter-agency work related to the dissemination, implementation and evolution of the GBV Guidelines.
- Liaise with GBV AoR Task Teams on issues of common interest.

#### Dissemination:

- Ensure widespread dissemination of the soft or hard copy of the GBV Guidelines within their respective agencies and key partners
- Liaise with humanitarian staff within their agency and partners (e.g. humanitarian advisors/officers, and relevant sector leads) to ensure that they are aware of the GBV Guidelines and participate in training or (at a minimum) have sufficient knowledge to contribute to internal capacity building.

- Ensure their agency promotes the awareness and use of the GBV Guidelines with local partners and communities, as well as with international partners and humanitarians in other sectors.
- Be advocates and champions for the GBV Guidelines in different forums (see section 1.4 above).

#### *Implementation:*

- Take ownership and catalyse operationalization of the GBV Guidelines' Implementation Strategy, roll-out plans and major GBV Guidelines communication and advocacy messages.
- Contribute to the reviews and approval process of the translations of the GBV Guidelines, in accordance with in-house language capacity.
- Facilitate the participation of their member agencies in regional- and national-level launches of the GBV Guidelines and provide technical, logistical or financial support to national GBV coordinating mechanisms to plan and implement launches, according to local needs and resources.
- Facilitate the participation of their member agency and support national-level implementation processes such as contextualization processes in-country.
- Facilitate the participation of their agency staff in inter-agency trainings and training of trainers (ToT). Negotiate the allocation of staff time to conduct further trainings (with GBV expert support).
- Lead/support the development of GBV Guidelines related inter-agency tools over time.
- Ensure GBV risk reduction, prevention and response principles, standards and measurements are incorporated/fed into relevant agency-specific tools, formats, policy and strategy documents.
- Function as members of the Helpline established to field email queries on GBV Guidelines' implementation (i.e. be designated Focal Points for queries relating to specific areas of expertise).
- Lead and support (within their agencies and key partners) systematic collection of case studies/lessons learned to be shared on the dedicated website <<http://www.gbvguidelines.org>>.
- Report back to the Reference Group on progress against operationalization monitoring tools in their agencies and key partners (as one mechanism of peer accountability).

#### *Evaluation*

- Initiate, design and manage evaluations assessing the effectiveness of GBV Guidelines' uptake across all sectors of humanitarian response to prevent and mitigate GBV risk.