

## **Terms of Reference Gender Based Violence Working Group Endorsed February 2025**

### **Background**

Over the last years, and particularly during 2024, Lebanon faced a serious of crises that strained the country's social, economic, financial and environmental stability. The escalation of hostilities along Lebanon's southern border and the expansion of conflict and displacement to other areas of the country exacerbated existing challenges and humanitarian needs of the different population groups requiring humanitarian aid. In parallel, Lebanon has been facing an extended political vacuum that has hampered its response to the impact of the war and immediate recovery efforts. With the cessation of hostilities with Israel as well as a newly elected president and the nomination of a new Prime Minister, 2025 has begun with a renewed sense of optimism for stability across Lebanon. At the same time, the fall of the Assad regime in Syria has shifted the geo-regional landscape, causing a new wave of displaced Syrians to cross into Lebanon, as well initial spontaneous returns to Syria.

The Gender-based Violence Working Group is a sub-sector or the Protection Sector as part of the coordination structure of the Lebanon Response Plan 2024-2025 (LRP). The LRP is an integrated humanitarian and stabilization response plan co-led by the Government of Lebanon and the United Nations, supported by international and national partners. The plan sets out to respond to protection risks, humanitarian and developmental needs in a holistic manner through providing immediate assistance to and ensuring protection of vulnerable populations; supporting service provision through national systems; and supporting Lebanon's economic, social and environmental stability.

The temporary nature of the LRP serves to reinforce the essential collaborative action that is of course required outside of the confines of a humanitarian and stabilization response plan to secure lasting solutions for a better future for people across the country. This includes action to manage multifaceted, regional displacement crises, including through enhanced border security and labor migration management, and addressing barriers to return in safety and dignity; to advocate for and support the country's reform agenda; and to address pre-existing structural development constraints and support Lebanon's sustainable development trajectory, among other common objectives shared by the Government of Lebanon and the international community.

The GBV Working Group is a national working group with the objective of coordinating GBV prevention and response activities and support the overall GBV risk mitigation across sectors as part of the humanitarian response in Lebanon. The GBV WG will share information concerns and find solutions to the GBV risks and needs of affected populations, including Syrians, vulnerable Lebanese, Palestine refugees from Syria and Lebanon and migrants and ensure accountability towards the funds dedicated to GBV prevention and response programs.

### **The main GBV Working Group Reference documents will be:**

- Handbook for Coordinating Gender-based Violence Interventions in Emergencies (GBV AoR, 2019)
- The Interagency Minimum Standards for Prevention and Response to Gender-based Violence in Emergencies (IASC 2019)
- Guidelines for Integrating Gender-Based Violence Interventions into Humanitarian Action: Reducing Risk, Promoting Resilience, and Aiding Recovery (IASC, 2015)

## Structure and coordination leadership

The national **GBV Working Group** is a **sub-sector of the national Protection Sector** with close collaboration with the Child Protection Working Group. The working relationship between the PWG and its sub-sectors is based on partnership principles of equality, transparency, result-oriented approach, and complementarity. The PWG should provide overall coordination for the protection sector (i.e. between sub-clusters and other areas of work) to ensure that the protection sector should come across as a cohesive whole. The GBV WG is open to all humanitarian and stabilisation operational partners intervening in the sector, including UN/ intergovernmental organisations, or non-governmental organisations (both national and international) working on GBV prevention and response that are abiding by established humanitarian principles in the delivery of their humanitarian and stabilisation interventions.

Due to the multiple crises facing Lebanon, the coordination model is a mixed model aiming to support humanitarian needs and longer-term stabilization needs of the country, across the differently affected population groups targeted under the LRP. Based on this, the coordination structure is a mix between the **IASC coordination architecture and the Refugee Coordination Module with UNHCR and UNFPA**, as per their leadership and specific accountability in the sectoral response. The Ministry of Social Affairs is the governmental line ministry and governmental lead of the Protection Sector, including on gender-based violence and child protection. Leading coordinators of UN entities and MoSA shall ensure close collaboration, coordination and technical consultation to ensure support and alignment with the national system and adherence to global standards.

## NGO co-leadership

In addition to the responsible UN agencies and the MoSA, the national WG and/or the field *may* appoint a NGO representative as co-lead (either a local NGO or INGO). The NGO representative must be selected through a **participatory and transparent process**, and through majority votes by GBV WG partners. The NGO co-lead should be from an organisation with:

- (a) NGO has recognised technical expertise in the sector (GBV prevention, response and risk mitigation),
- (b) operational capacity in the sector in the geographic area covered by the WG, and
- (c) the willingness and capacity to commit time and resources to the co-lead responsibilities. The WG may decide to have the NGO co-lead on a rotation basis in line with the principle of localization for up to two years.
- (d) an adequate staffing dedicated fully or partially to GBV coordination and has relevant experience on GBV and experience on partner coordination.

## GBV Core Group

Each Sector elects a strategic body called the Core Group elected through the GBV Working group composed of relevant UN agencies as well as INGOs and national NGOs and CBOs/ Women led Organizations. Separate TORs (see link) exist for the Core Group which is elected in a fair and anonymous process. The Core group can be elected for a maximum of two years. The aim of the GBV Core Group is to provide technical guidance and oversight to the GBV WG including on the sectoral strategy, workplan, and technical framework of the GBV WG.

Given the current post-ceasefire context and the existing L3 declaration until at least end of March, the Core Group is meeting on a bi-weekly basis (2<sup>nd</sup> and 4<sup>th</sup> Wednesday a month). It is chaired by the GBV WG co-chairs and takes place at the UNHCR premises or alternatively at a Core Group member's premise.

### **GBV Information Management System and GBV Case Management Task Force**

The GBV IMS TF is a platform of case management actors and GBV response service providers using the GBV IMS system. The GBV IMS TF has specific terms of reference outlined in the document of roles and responsibilities of member agencies – accessible through this [link](#). It is chaired by the GBV IMS coordinator who is funded by UNFPA, UNHCR and UNICEF through annual contributions. The three funding agencies have oversight over the GBV IMS TF as the GBV IMS steering committee.

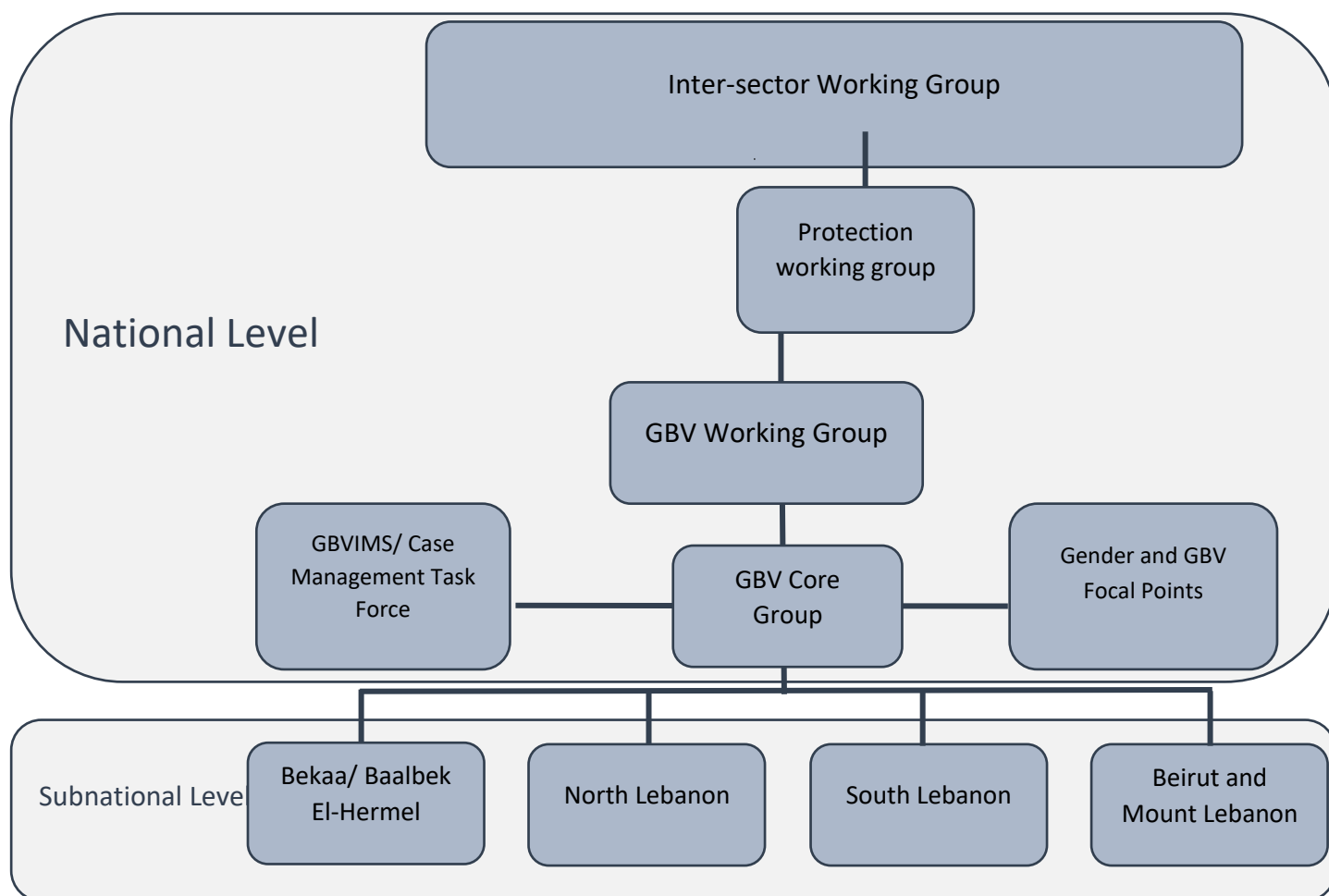
**Short-term task forces** can be created based on needs and agreement of members and they report to the WG and their chairs.

### **Field/ sub-national Coordination**

The GBV sub-sector has **four sub-national GBV working groups** established in Bekka, North Lebanon, South Lebanon, Beirut/ Mount Lebanon covering the respective area of coverage ensuring strong and effective coordination close to the point of delivery and to enable decentralised decision-making. These field WG also report to the national GBV WG. In 2025, the WGs at field level are co-chaired by UNHCR with a co-elected NGO specialized on GBV prevention and response.

The national and subnational GBV WGs shall ensure alignment and close coordination through:

- Alignment to relevant technical guidance from national level (guidance notes, SOPs, work plans, etc.)
- Attendance to the national level and provision of feedback on trends, operational and programmatic achievements or challenges
- Participation at workshop and contribution to workstreams
- Monthly meetings between national and subnational coordinators



### Accountability

The Sectors' accountability for the delivery of the government-led Lebanon Crisis Response Plan remains through the LCRP Steering Committee, co-chaired by the Minister of Social Affairs (delegated by the Prime Minister) and the Resident Coordinator/Humanitarian Coordinator.

Sectors' accountability under other relevant and emerging frameworks will be defined by their designated focal points/leads, in close coordination with sector leads/co-coordinators.

### Core functions of the GBV WG

The main objective for the GBV WG is to comprehensively **assess, analyse, coordinate and agree on the humanitarian and development needs and vulnerabilities across different groups of the population**, to ensure **programming, resource allocation, effective targeting, and prioritisation** for the **provision of confidential, timely and effective GBV services**.

The **sector leads** are accountable for:

- Develop a **concise and comprehensive GBV sub-sector strategy as part of the overall Protection Sector** considering UNSCDF, 3RF, 3RP and national/ governmental plans and strategies;
- Developing a concise log frame with achievable targets by indicator;

- **Monitoring progress against key indicators and targets** for the protection sector as set out in the sector strategy and log frame;
- Developing an **achievable and endorsed sector annual work plan** which maps actions needed to achieve the sector strategy;
- **Coordinating GBV prevention and response activities in an effective and harmonized way**, including programme implementation, common needs assessments, gap and capacity analysis, evaluation and reporting to maximise impact, prevent overlap and minimise gaps;
- Ensuring that agreed in-country and global humanitarian and **GBV minimum standards** and guidelines are disseminated and met;
- **Contingency planning, preparedness, and capacity building** plans in the field of GBV;
- **Support technical guidance on GBV risk mitigation and integrating Gender-Based Violence Interventions into Humanitarian Actions.**
- Promoting **common GBV advocacy priorities and engagement in resource mobilisation** platforms.

In particular, the **Sector leads/ coordinators and Information Management Specialists share the following responsibilities:**

**Ensure effective sector coordination** through

- **Facilitation of regularly scheduled and effective meetings** to share relevant information, set strategies and monitor progress toward common targets, and share summary action points with all partners;
- Ensuring that the **working group members are aware of relevant policy guidelines, technical standards and relevant commitments/policy changes** that the Government has made;
- **Attending subnational GBV WG meetings** and providing regular updates to the field;
- **Collaboration with Protection and Child Protection** sector leads to jointly contribute to ensuring a strong country protection strategy.
- Support and provide technical guidance to the Core Group, GBV Working Group members and relevant Task Forces (such as the GBV IMS TF).
- Share key documents, information on capacity building opportunities, relevant research and reports related to GBV.

**GBV mainstreaming and cross/inter-sectoral collaboration**

- **Participate in monthly inter-sectoral and inter-agency meetings** and other relevant inter-agency processes to ensure that GBV is integrated into the humanitarian response and to ensure appropriate linkages are made with other sectors' objectives and strategies;
- **Engage with other sectors to identify and pursue cross-sector priorities** through joint-strategy planning, information sharing and discussions on thematic areas of work;
- **Provide technical support to the inter-sector coordination group to enhance GBV risk mitigation on other (non-GBV specialized) sectors** across the response and advocate for protection mainstreaming to be a priority for the response.

**Extend technical support and development of relevant coordination tools**

- **Map and enhance GBV capacity building interventions under the sector;**
- **Provide technical support/training to partners** and promote capacity building initiatives;
- **Develop technical guidance to support** and address the needs of the GBV sector;

- Ensure regular update and dissemination of the **GBV Referral Pathway**.

#### **Lead the development of a GBV WG strategy in line with global standards**

- **Ensure participatory planning, mid-term reviews and strategy development** for the sector;
- **Identify and share information about needs/gaps** to guarantee a common understanding of sectoral needs, to ensure that the strategy's objectives and targets are met;
- **Ensure GBV is considered and mainstreamed into the development of national and regional planning** and reporting documents;
- Ensure that **agreed in-country and global standards and guidelines are met** (such as SOPs, Safe and Ethical Referral and Case Management Minimum Standards);
- Ensure **contingency planning, preparedness, and capacity building** in eventual, new and seasonal emergencies.

#### **Ensure effective data and information management**

- **Encourage the use of common needs assessment and monitoring tools**, and ensure timely and accurate reporting by all partners, and advise accordingly;
- **Use and promote ActivityInfo** as the inter-sectoral reporting tool to monitor reporting and the progress of the implementation of the sub-sector strategy;
- **Verify monthly data entry of sector partners** and provide quality assurance of ActivityInfo data for the sector;
- **Submit quarterly sector dashboards** aiming to enhance the monitoring of progress against key indicators and targets as set out in the 2025 sector strategies and results frameworks; and
- Submit inputs into regular inter-agency communication products.

#### **Lead advocacy efforts to reduce, prevent and respond to GBV**

- **Identify core advocacy concerns**, including resource requirements, and contribute key messages to broader advocacy initiatives of the HC and other actors;
- **Advocate with donors** to fund humanitarian actors to carry out priority activities in the sector concerned, while at the same time encouraging sectoral group participants to mobilise resources for their activities through their usual channels;
- Ensure GBV risks and work streams are shared at the Protection Sector as relevant allowing for regular updates to the wider group.

#### **Main Responsibilities of GBV WG members**

To be part of the GBV sub-sectors, each organisation must **be operationally relevant to the domain of work of the GBV subsector**. Each member must fulfil minimum commitments, to ensure a principled humanitarian action, taking into account AAP, Protection and other cross-cutting issues.<sup>1</sup>

Organisations whose scope of work or mandate do not align with and/or fulfil the minimum commitments for sector participants may join sector meetings and/or activities as observers at the discretion of the sector coordinators.

#### Main tasks and responsibilities of GBV WG members:

- **Commit to coordinate, plan and share relevant information** with other members to avoid duplication and address gaps including geographical and programmatic gaps;

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<sup>1</sup> Ref. Annex I – Minimum commitments for participation in sectors

- **Regularly and meaningfully attend meetings and report information** about activities and challenges encountered;
- **Provide quarterly updates of GBV Services** in to the Service Mapping tool at Interagency level and self-sufficiently update the GBV WG at national and field level of any programmatic and operational changes;
- **Contribute to the GBV Referral Pathways** and ensure information shared with communities is updated, correct and accessible to all population group;
- **Share programming models, studies, information and education material**, and lessons learnt conducted by the agency within the Lebanese context;
- **Ensure that adequate monitoring mechanisms** are in place within their own organization to review outcome of programmatic interventions and progress against agreed action plans;
- **Ensure information on appeals, targets and budget requirements** are timely provided and matched with relevant output areas and indicators;
- **Commit to abiding to humanitarian principles**, the Principles of Partnership, sector-specific and Lebanon-specific and global standards, including the *Secretary-General's Bulletin on Special Measures for Protection from Sexual Exploitation and Sexual Abuse*.
- **Commit to mainstream GBV and protection in programme deliveries** (including respect for principles of non-discrimination, confidentiality, safety, survivor-centered approach and do no harm, etc.).
- **Commit to mainstream key programmatic cross-cutting issues** (including age, gender, GBV, protection, inclusion of older person, persons living with disabilities and other marginalized groups and conflict sensitivity).
- **Commit to participate in actions that specifically improve accountability to affected people**, in line with the *IASC Commitments to Accountability to Affected Populations* and the related *Operational Framework*.

## Membership

Members of the GBV WG include UN agencies, Donors, INGOs and NNGOs, WLO, and government entities involved in the provision of any of the GBV multi-sector services (health, psychosocial support, safety and security, and legal aid) or those active in the field of GBV prevention and risk mitigation.

In addition, the GBV working group will coordinate to respond to gender-based violence with those who are in charge of protecting civilians in Lebanon, including ...

Member organizations of the GBV working group commit to actively participating in the meetings, contributing to discussions and the development of relevant documents, and adhering to and implementing the guiding principles set out in this document throughout their work. Any interested parties should contact the working group co-chairs, who will consult with the participants and then revert to the interested party with a decision as promptly as possible.

The GBV working group co-chairs should review membership regularly and, if appropriate, recommend to the participants that other interested parties be invited to participate in meetings.

### GBV Working Group Meeting:

- The Monthly GBV working meeting shall take place on the third Wednesday of every month from 10:00 a.m. to 12:00 p.m;



- Ad hoc meetings may be called by the co-Chairs or at the request of at least 50% of the other members of the working group.
- During acute emergencies, weekly coordination and planning meetings will be held to exchange information on needs and responses, identify gaps and review GBV coordination and advocacy work, and develop plans that address GBV concerns.
- A draft agenda will be circulated to members of the GBV working group at least 5 working days before the regular monthly meeting, giving the members the opportunity to suggest additional items for discussion.
- A reminder email will be sent one day before the meeting.
- Draft minutes with specific action points will be circulated within a week (5 working days) of the meeting. The final minutes will be circulated to all members.

### **GBV Working Group Reporting**

- Members shall provide bi-weekly to the emergency-specific indicators and on a monthly basis for regular LRP activities using the ActivityInfo reporting mechanisms.
- Member will provide inputs and updates to GBV working group reports and advocacy notes and sitrep as required.

### **GBV Working group Guiding principles and approaches:**

The following guiding principles and approaches underpin the work of the GBV working group.

- Survivor-centred approach: the GBV WG will work to create a supportive environment in which survivors' rights and wishes are respected, their safety is ensured, and they are treated with dignity and respect. This will be based on the following guiding principles: Confidentiality, Safety, Respect, Non-discrimination
- GBV Working group also will be guided by and adhere to humanitarian and protection principles
- Implement zero tolerance on sexual exploitation and abuse (SEA) and commit to full compliance with code of conduct and protection of SEA closely working with PSEA network
- Moreover, GBV sub cluster work will be implemented in the consideration of Human Right Based approach; Community Based approach, Do No harm and leave No One behind approaches.

### **Amendments**

This ToR is a working/living document and may be altered to meet the current/emerging needs of all members by agreement of the majority of the members.

### **Contacts of Co-chairs:**

<b>Agency</b>	<b>Name</b>	<b>Contact</b>
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Ministry of Social Affairs	vacant	Vacant



