

2018 SGBV Sub Working Group Work Plan

Objective:

Key Areas of Work	Activities	Expected Output	Q1	Q2	Q3	Q4	Mid year review	Focal point	Action point	
A. SGBV SWG Workplan	Strengthening Coordination	Update TOR and workplan when necessary (at least on an annual basis)			x	x		Coordinators	Recirculate revised workplan	
		Enhance coordination with national child marriage committee	NCFA to provide briefing at least on a quarterly basis to the SGBV SWG, SGBV SWG to appoint focal points to attend national Child marriage TF.	x	x	x	x	Presentation in Q1 and UNFPA UNHCR attendance	Coordinators	Invitation to present actioplan in september
		Review SGBV strategy	SGBV strategy reviewed on annual basis		x	X			SAG	
		Information sharing on trends	GBV IMS TF co-chair to present quarterly, mid year and annual report to SGBV SWG, members to share on a quarterly basis information on general trends observed through their programming.	x	x	x	x		GBV IMS taskforce	Coordinators to send request for general trends to all members before september
		Ensure SoPs are in place	SoPs are regularly updated, contribute to National SoPs development.	x	x	x	x		Coordinators	UNICEF to provide update
		Ensure referral pathways are updated and disseminated	Pathways updated on a montly basis by field SGBV coordination focal points and shared with national co-chairs. Co-Chairs will upload referral pathways on data portal (pathway will be password protected). Co-Chairs will conduct briefings on safe referrals twice a year for each working group. Explore options to develop an app for referrals.	x	x	x	x		Field coordiantors	To be widely shared- referral pathways from Zaatari, Amman-south, mafraq, azraq
		Standards for safe referrals are disseminated	SGBV SWG will develop a guidance on safe referrals which will be shared along referral pathway to ensure survivor centred approach is respected. Guidance will be shared with all working groups during briefings on referral pathways.	X	x				Coordinators	https://data2.unhcr.org/en/documents/details/63974
		Update SGBV planning/mapping table on a monthly basis	national planning/mapping table regularly updated, ensure harmonized approach with field coordination.	x	x	x	x		Coordinators	
		Strengthen the role of national/international NGOs	Establish a Strategic Advisory Group (SAG) bringing together the Co-Chairs, one national NGO and one INGO to be elected by other members. The SAG will be in charge of providing guidance on various strategies and key tools developed by the SGBV SWG INGO Co-leads	x	x	x	x	Deleyed only	Coordinators	members to express interest coordinators to call for first meeting in september
		Strengthen role of government in coordination	Advocate for MOSD and NCFA to join WG, advocate for field coordination structures to involve government counterparts in field WGs.	x	x	x	x		Field coordiantors	
		Strengthen sub national coordination	Increase linkages with field coordination structures: national co-chair to attend field coordination structures on a quarterly basis to brief them about national WG, in urban location identify field SGBV coordination focal points (preferably one UN agency and one NGO), invite field SGBV coordination focal point to update the WG (every month a different field location will be on the agenda of the national SGBV SWG), support field locations in establishing field SGBV SWG if identified as need by field actors.	x	x	x	x		Coordinators	
		Ensure participation of refugees and other affected population in coordination structures	Identify CBOs run by refugees who could join the SGBV SWG as members, identify refugee outreach volunteers to conduct presentation about their work on SGBV during the WG, explore options to establish an Affected Population Advisory Board to provide guidance on priorities of their communities in terms of SGBV prevention and response.		x	x	x	only zaatari. Amman planning AB. The others?	Coordinators	
	Review assessment needs for the sector and compile completed assessment	Compilation of existing assessments on data portal and review requests for new assessments.	X	x	x	x		UNHCR	Members to provide assessments	
ement, rting	Maintain sector information on UNHCR portal (external)	MoM to be updated on portal along with other key coordination documents: GBV IMS, assessments, strategy, guidelines etc	x	x	x	x		UNHCR		

	Information Management & Reporting	Identify gaps	SGBV gap analysis updated twice a year and disseminated to key actors, activity info regularly updated by members, dashboard analysed and recommendation issued to improve programming. New organizations planning to develop SGBV programs will be briefed by Co-Chairs on gaps.	x	x	x	x			Coordinators		
		Monitoring and evaluation tools	SGBV SWG to develop standard tools to measure impact of activity info indicators.	x	x	x	x			Coordinators		
	Capacity Building	Briefing and dissemination of global SGBV standards and tools to members	every month by email		x	x	x	x			Coordinators	
		Coordinate capacity building initiatives	Identify training needs, develop training calendar, provide support to fill gaps in terms of capacity building		x	x	x	x			Coordinators	
		Peer to Peer cross learning	Members of the SWG will take turn in presenting to each other their good practices at each SWG meeting.		x	x	x	x			Members	next 3 months plan
		Ensure non specialized actors are equipped with skills to safely refer SGBV survivors	Develop standardized training materials on SGBV safe referrals (half day training) and organize ToT for SGBV field focal points.	X	X	x					Coordinators	
	Advocacy & Resource Mobilization	Develop SGBV advocacy messages	Develop messages, upload on data portal, regularly update, produce video summarizing advocacy messages and gaps.			x	x	x			SAG	
		Develop SGBV SWG briefing note	Develop briefing note, regularly update and upload on data portal.			X					SAG	
		Advocate with donors and key stakeholders to include SGBV as a key priority for response	Briefings for donors to be provided twice a year.			x		x			Coordinators	Donor briefing 16 days
		Advisory role for JHF proposals and liaison with OCHA humanitarian section and other resources for fundings	Develop sector priorities for the call and other relevant documents.		x	x	x	x				
		Coordinate advocacy activities for the 16 days and International women's day	Develop calendar of activities, develop joint activities/messages on behalf of the SGBV SWG.		x	x	x	x			SAG	
	Communications: Information Assistance Materials	Update members on available funding opportunities	Regularly share new funding opportunities, actively advocate for funding for gap areas based upon identification of gaps.		x	x	x	x				
		Produce and disseminate info, trends and gap analysis for stakeholders	Dashboards to be generated on a monthly basis (reporting by 8th of every month by PWG members), gaps analysis & 3Ws to be generated on a quarterly basis by IM.		x	x	x	x			IM	
	B. Cross Sector Collaboration	child protection SWG	Strengthen coordination	Joint WG meetings will be held twice a year	x			X			CP/GBV Coordinators	
Clarify prevention and response procedures for child survivors			Ensure referral pathways clearly identify service providers supporting child survivors, develop guidance on case management for child survivors along with tools.		x	x	x	x			CP/GBV Coordinators	
Information sharing on trends pertaining to child survivors			CP IMS strengthened data collection SGBV. CP colleagues to provide update on trends for child survivors.			X		X			CP/GBV Coordinators	
Health/RH SWG		Develop assessment tool for CMR service providers	CMR service mapping. SGBV CO-chairs to conduct assessment visit to CMR services prior to inclusion on SGBV referral pathway			X					RH/GBV Coordinators	GBV SRH follow up internally in agencies
		Ensure information on clinical management of rape services is available	Regularly update SGBV referral pathways with CMR services.		x	x	x	x			Field coordinators	
		Enhance capacity of health staff to conduct safe referrals of survivors	Prioritize health staff during half day trainings on safe referrals		x	x	x	x			WHO	Coordinators
Other WGs		IASC GBV guidelines disseminated	Sectors are aware of and integrate GBV risk mitigation activities and strategies. Sector mainstreaming action plans are regularly reviewed by SGBV SWG Co-Chairs			x	x	X			Coordinators	
		Ensure effective coordination	include essential services provided by other sectors into SGBV planning/mapping (espec.cash/livelihood), regularly brief other WGs on referral pathways (at least twice a year).			x		x			Coordinators	