

Health Sector Working Group Work Plan 2017

Urgent
Needs Attention
On Track
Done

	TASKS	Focal agency	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Notes	Status
1. Coordination								
1.1	National health sector coordination meetings	UNHCR/WHO	✓	✓	✓	✓	monthly	Done
1.2	Zaatari level health sector coordination meetings	MoH/UNHCR	✓	✓	✓	✓	fortnightly	Done
1.3	Azraq level health sector coordination meetings	MoH/UNHCR	✓	✓	✓	✓	weekly	Done
1.4	Mafraq level health sector coordination meetings	MoH	✓	✓	✓	✓	Monthly	On Track
1.5	Irbid level health sector coordination meetings	MoH	✓	✓	✓	✓	monthly	On Track
1.7	Inter-Sector Meetings	All leads	✓	✓	✓	✓	monthly	Needs Attention
1.8	Undertake evaluation of health sector coordination	ISWG		✓		✓	Annual	Done
1.9	Coordinate with Protection, WASH, Food and Cash working groups	Leads/focal points	✓	✓	✓	✓		Done
1.10	Coordinate with MHPSS SWG	IMC/WHO	✓	✓	✓	✓		Done
1.11	Coordinate with RH SWG	UNFPA	✓	✓	✓	✓	Monthly	Done
1.12	Zatrai level reproductive health meeting	UNFPA/JHAS					Bi weekly	Done
1.13	Coordinate with Nutrition SWG	SCJ/UNICEF	✓	✓	✓	✓	Monthly	Done
1.14	SAG meetings	UNHCR/WHO	✓	✓	✓	✓	As required	Done
1.16	Polio Control Room Meetings	WHO	✓	✓	✓	✓		Needs Attention
1.15	SGBV as standing agenda item on HSWG and RH SWG	UNHCR/WHO/UNFPA	✓	✓	✓	✓	Monthly	Needs Attention
1.16	War Wounded Coordination Meeting	UNHCR	✓	✓	✓	✓	every other month	Needs Attention
								Done
2. Strategy and Planning								
2.1	Update Sector Strategy	SAG	✓					On Track
2.2	Review TOR for Health Sector Working Group	SAG/Sector		✓				Done
2.3	Review TOR for SAG	SAG/Sector	✓	✓				Done
2.4	JRP mid year review	Sector		✓				Done
2.5	JRP Planning	Sector			✓	✓		Done
2.7	2017 Planning	Sector			✓	✓		On Track
2.6	Include considerations of SGBV prevention and response in strategic planning processes	SAG					As required	On Track
3. Policy and Guidance								
3.1	Implement guidelines for research	SAG/Sector	✓	✓	✓	✓		Done
3.3	Finalise Key indicators definitions for Activity Info	Leads/SAG	✓					Done
3.2	Development of Checklist to guide review of proposals, assessments and planning documents for integration of SGBV	SAG		✓				Done
								Done
								Done
4. Assessments								
4.1	Update and maintain register of health related assessments	Associate Coordination Officer	✓	✓	✓	✓		Done
4.2	Desk review of existing health related assessments	ACO and Adhoc WG			✓			Done
4.3	Review proposed assessments to ensure consideration of SGBV	HSWG,RH SWG	✓	✓	✓	✓		Done
4.4	Assessment of health facility accessibility for SGBV survivors	UNFPA	✓					Done
4.5	Discussion with beneficiaries on strengthening health services for SGBV survivors	UNFPA		✓				Needs Attention

	TASKS	Focal agency	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Notes	Status
1. Coordination								
5. Monitoring and Reporting								
5.1	Finalise Key indicators definitions for Activity Info	UNHCR/WHO/UNFPA	✓					Done
5.2	Activity info reporting	All sector members	✓	✓	✓	✓	monthly	Done
5.3	Health Sector Inter-Agency Report	Leads	✓	✓	✓	✓	quarterly	Needs Attention
5.4	Health Dashboard	Leads/ACO	✓	✓	✓	✓	monthly or as required	Needs Attention
5.5	4W reporting	All sector members	✓					On Track
5.6	Improve information collection and sharing of HIS	UNHCR	✓	✓	✓	✓	Disseminate every month	Done
5.7	Presentations of GBVMIS to Health Coordination group	SGBV SWG Coordinators	✓	✓	✓	✓	Every quarter	Done
5.8	Monitoring of SGBV health facility management in the health information system and other tools	UNHCR/UNFPA					Monthly	Done
6. Mapping and Analysis								
6.1	Maintain 3W maps	Information Management	✓		✓			Needs Attention
6.2	Produce maps showing thematic gaps (e.g. beneficiaries community outreach, IYCF,	IM	✓		✓			Needs Attention
6.3	Thematic and geographic gap analysis	IM	✓		✓			Needs Attention
6.4	Produce charts, tables, maps from Activity Info data	IM	✓	✓	✓	✓	As required	Done
6.5	Produce reproductive health services map including CMR services through	UNFPA						Done
								Done
7. Emergency Preparedness								
7.1	Update contingency stock list	Sector	✓	✓	✓	✓	quarterly or after use	Needs Attention
7.2	Inter-Agency Contingency Plan - (Health component)	Sector/Leads	✓			✓		Needs Attention
7.3	Include SGBV supplies in contingency planning	UNHCR/WHO (Development of plan) /UNFPA procurement	✓			✓	and as required	Needs Attention
								Done
8. Advocacy and Resource Mobilisation								
8.1	Jordan Response Plan (RRP) review, update etc.	Leads/ sector		✓		✓		Done
8.2	Emergency Response Fund (JHF) proposals	Sector					as required	Done
8.3	JHF review of proposals	SAG					as required	Done
8.4	Central Emergency Response Fund (CERF) proposals	SAG					as required	Done
8.5	Advocacy papers	Leads/SAG	✓				and as required	Done
8.6	Development of key advocacy messages on removing mandatory reporting	SAG with SGBV SWG		✓				On Track
8.7	Include considerations of SGBV prevention and response in funding proposals	HSWG,RH SWG					as required	Done
8.8	Joint advocacy and resource mobilisation for adequate resources to address SGBV	HSWG, RH SWG,PWG and SGBV WVG					as required	Done
9. Inter-Sector Coordination								
9.1	Outbreak response plan, roles and responsibilities (Health/WASH)	Leads in Camps	✓					Done
9.2	Health Information System (HIS) dissemination	Leads/ focal points	✓	✓	✓	✓	weekly	Done
								Done
10. Cross-Cutting (Gender, Disability, etc)								
10.1	Gender Focal Point Meetings with Sector Chairs	GFP		✓		✓		Done
10.2	Disability Assessment	DTF			✓			Done
								Done
11. Other								
11.1	Maintain inter-agency data sharing portal updated	Assoc Coord Officer	✓	✓	✓	✓		Done
11.2	Training in SGBV and Child protection SOPs	UNFPA,UNHCR,SCI,UNICEF and others		✓		✓	Programme managers	Done
11.3	Document best practices and lessons learnt including on SGBV programming	Sector leads	✓	✓	✓	✓	Ongoing sector leads and programme managers responsible	Needs Attention
11.4	Confidentiality clause in staff contracts	HSWG,RH SWG	✓	✓	✓	✓	Programme managers	Needs Attention
11.5	Capacity development on SGBV for health care providers	UNFPA						On Track