

# National Child Protection sub-Working Group

## Terms of Reference

### Objectives

Recognizing that the Government of Greece bears the primary responsibility for the protection of all children on its territory, the Child Protection sub-Working Group (CP SWG) strives to ensure a) the prioritisation of children's protection in the refugee and migrant response ("child protection in humanitarian action"/CPHA), b) effective and predictable interventions to address child protection concerns through improved coordination among related government institutions and agencies, and national and international humanitarian organizations involved in relevant programming, and c) that humanitarian interventions further strengthen Greece's national child protection system.

### Guiding Principles

The national CP SWG is guided by:

- i) a sense of urgency and flexibility given the humanitarian context, ii) the Principles of Partnership<sup>1</sup>
  - Equality,
  - Transparency,
  - Results-oriented,
  - Responsibility, and
  - Complementarity

and iii) the ten CPMS Principles<sup>2</sup>

- Survival and development
- Non-discrimination
- Child participation
- Best interests of the child
- Do No Harm
- Access to impartial assistance
- Protection from physical and psychological harm arising from violence and coercion
- Assistance to claim rights, access available remedies and recover from effects of abuse
- Strengthen child protection systems
- Strengthen children's resilience in humanitarian action

### Membership, minimum commitments and responsibilities

The CP SWG fits under the umbrella of the Protection Working Group. Its membership shall include relevant government institutions, national and international non-governmental organizations, IOM, and UN agencies. It is led by UNHCR. The agency invites relevant state authorities in each CPsWG meeting. The leading agency should review membership on a quarterly basis and if appropriate, make recommendations to the members about inviting other interested parties to join.

#### Members' minimum commitments:

- A common commitment to the group's principles.
- Active participation in the sub-working group and a commitment to consistently engage in its collective work.
- Capacity and willingness to contribute to the CP SWG's work plan and activities.
- Commitment to work cooperatively with other sub-working group members to ensure an optimal and strategic use of available resources, and to share information on organizational resources.
- A demonstrated understanding of the responsibilities associated with membership of the CP SWG as defined by this ToR.

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<sup>1</sup> <http://www.actalliance.org/resources/policies-and-guidelines/partnership/7934-principlesofpartnership.pdf>

<sup>2</sup> <http://cpwg.net/minimum-standards/>

### Responsibilities:

- All members are requested to nominate a focal point (and an alternate representative) who will attend meetings in order to strive to maintain continuity in the work of the CP SWG.
- Members should participate in the CP SWG with a view to sharing information - within the limits of their mandates and principles of confidentiality – on child protection issues, and to contributing actively to the identification of solutions to such protection problems.
- Meeting minutes, together with information shared in meetings, are considered to be internal.
- All members must actively implement a child-safeguarding policy covering their staff, visitors and volunteers.

### Leading agency's minimum commitments:

- Act as neutral representative of the CP SWG as a whole, rather than as a representative of her agency, in line with Principles of Partnership.
- Ensure that all CP SWG's plans and decisions are done through a consultative process with the members of the sub-working group.
- Promote consensus decision-making and speaking in unison
- Respect the diversity of the group and take into account members' comparative advantages and complementarities.
- Ensure coordination with government counterparts and other relevant authorities.
- As far as possible, ensure complementarity with government policies and plans.

### Responsibilities:

#### 1. Maintain coordination systems to support service delivery

- Prepare and facilitate meetings, ensuring that they are consultative and results-oriented.
- Share minutes in a timely manner and follow up on action points
- Ensure that appropriate partners are continuously engaged in meetings, activities and information-sharing.
- Support any task teams that form – i.e. ACTF, CMTF or advocacy.
- Support sub-national SWGs through regular communication, training opportunities, common guidelines, advocacy as requested, etc.
- Update the ToR if there is a change in the context.

#### 2. Develop and manage response plan and ongoing workplan

- Coordinate CP SWG's input into the Regional Refugee and Migrant Response Plan.
- Use the RMRP as an advocacy and fund-raising platform for the sector.
- Facilitate the development of a workplan and revise it every 6 months or as needed.
- Monitor progress against the workplan on a monthly basis.

#### 3. Promote and oversee the application of national standards and good practices (including capacity building)

- Promote the use of nation-wide standards and standard operating procedures.
- Develop and oversee a national CPHA capacity-building strategy.
- Through the exchange of information, expertise and training, support the capacity-building of relevant non-CPSWG stakeholders (i.e. police, FRONTEX) to undertake work that is consistent with CPSWG priorities.
- Support revision of CPHA training materials in accordance with the local context.

#### 4. Manage information to support decision-making and acquire funding

- Maintain sector information, including the regular updating of 4W matrices and Protection Dashboards, and the development of additional tools in accordance with other inter-agency information management and reporting tools.
- Ensure timely and regular information-sharing with members, Protection Working Group, Inter Sectoral Coordination forum, and relevant others.

- Work with relevant agencies and the refugee and host populations to conduct relevant participatory assessments of CP.
- Conduct regular mapping to identify a) existing service gaps; b) opportunities for programming and funding; and c) trends and emerging issues.
- Distribute regular and consistent reports to all stakeholders to keep them informed about the nature and extent of CP issues, activities undertaken and results achieved.
- Promote inter-agency monitoring and evaluation, including sharing and harmonizing tools.
- Monitor and assess humanitarian services provided to children to identify child protection risks and provide recommendations accordingly.

#### 5. Advocate on behalf of affected populations and CPSWG members

- Represent CP SWG at all relevant forums, where relevant raise CP mainstreaming.
- Promote dialogue within the host government and with the donor governments for on-going recognition of the full range and urgency of child protection issues, and the range of commitments (i.e. staffing, financial, political) needed.
- Contribute to discussions regarding safe migration and durable solutions for refugee and migrant children in the European context.
- Use the collective evidence base to advocate for adequate funding for the full range of CPSWG activities and locations.
- Develop donor networks (including new sources of funding) and provide relevant information to CP partners about funding opportunities, requirements and processes.
- Represent the CPSWG in donor fora and inter-agency funding mechanisms (e.g. ECHO, RRP).

#### 6. Ensure accountability to affected populations, including Communication with Communities/Children.

- Support community mobilization to protect children and promote behavior change activities.
- Document and promote effective child feedback processes – ensuring coverage of age, gender & diversity – in CPHA interventions.

### **Confidentiality and Documentation**

The national CP SWG should not serve as a forum for discussion of individual cases. In the event that individual cases are discussed, the information must be treated in a confidential manner. No detailed documentation related to such cases should be shared within this forum or with others. Inter-agency coordination of cases is currently through an ad hoc case management mechanism.