



Terms of Reference of the Flagship 4 Advisory Committee

Background:

The Nepal Risk Reduction Consortium (NRRC) is an international consortium of Asian Development Bank, IFRC, UNDP, UNOCHA, UNISDR and World Bank. The NRRC was formed in May 2009 to support the Government of Nepal in developing a long term disaster risk reduction action plan building on the anticipated new National Strategy for Disaster Risk Management (NSDRM). The NRRC initiated a multi-stakeholder participatory process with the Government of Nepal and civil society organizations to identify short to medium term disaster risk reduction priorities that are both urgent and viable within the current institutional and policy arrangements in the country. The US Government and the Humanitarian Aid Department of the European Commission (ECHO) also formally joined the NRRC in 2010.

Based on Government priorities and discussions with multi stakeholder groups, the NRRC and Government identified five flagship areas of immediate intervention for disaster risk management in Nepal, coordinated by one of the partner organisations:

1. School and hospital safety- structural and non-structural aspects of making schools and hospitals earthquake resilient (ADB)
2. Emergency preparedness and response capacity (UNOCHA)
3. Flood management in the Koshi river basin (World Bank)
4. Integrated community based disaster risk reduction/management (IFRC)
5. Policy/Institutional support for disaster risk management (UDNP)

Flagship coordinators and their Government focal points are responsible for coordinating activities, sharing information about on-going and planned projects, and ensuring appropriate consultation among relevant partners. Additionally, the Government formally established the NRRC Steering Committee, coordinated by the Secretary of Home Affairs (MoHA) including a number of ministries and the consortium partners. A Secretariat was also created to support the work of the Steering Committee and is comprised of the Joint-Secretary and Under-Secretary of MoHA and an NRRC Coordinator financed by ISDR, UNDP and the World Bank.

Flagship 4 seeks to capitalise on the community based disaster risk management (CBDRM) activities and experience which has already accumulated in Nepal to create a more consistent, systematic and harmonised approach to CBDRM which will be conducted at VDC level. By following a set of minimum characteristics for disaster-resilient communities and adopting a minimum package of common elements to be included in all CBDRM projects, the Flagship will help to ensure that communities receive consistent CBDRM support and will enable more effective tracking of progress in VCDs across the country. The Flagship aims to target 1,000 VCDs using this approach over a 5-year period.

To achieve this ambitious target, there is a need to generate some consensus among the DRR actors in Nepal. To facilitate this process, a coordination mechanism has been developed (see annex 1), including a Flagship 4 Advisory Committee.



FLAGSHIP 4: INTEGRATED COMMUNITY BASED DISASTER RISK REDUCTION

Overall purpose:

The Advisory Committee will act as the decision-making body for Flagship 4 and will oversee the development, implementation, monitoring and reporting of the Flagship 4 Workplan. The Advisory Committee will also provide technical guidance on specific aspects of community-based disaster risk reduction based on feedback from the Flagship 4 Consultation Group.

Composition of the Committee:

Chair:	Representative of the Ministry of Federal Affairs and Local Development
Secretary:	Flagship 4 Coordinator (IFRC)
Members:	Representative of Ministry of Home Affairs Representative from Nepal Red Cross Society Representative from UNDP Representative of DIPECHO partners Representative of AIN TGDM Representative from DFID
Standing Invitee:	NRRC Secretariat Coordinator

Meeting schedule

The Advisory Committee will meet on a bi-monthly basis, or more frequently as required. An annual meeting schedule with proposed dates and venues will be prepared and circulated in advance.

Specific tasks and responsibilities:

Coordination

- Ensure effective coordination with the wider stakeholder group of Flagship 4 (government, implementing partners, donors) through regular meetings of the Flagship 4 Consultation Group.
- Develop a more detailed annual work plan for Flagship 4 based on actual and expected funding and planned projects.

Technical support

- Finalize and adopt a set of minimum characteristics for disaster-resilient communities and minimum common elements to be included in all Flagship 4 CBDRM projects, after receiving the necessary input from the Flagship 4 Consultation Group.
- Develop and adopt any additional standardized guidelines, tools, trainings and methodologies, as deemed appropriate for the implementation of Flagship 4, based on recommendations from the Flagship 4 Consultation Group
- Review project proposals, guidelines and materials of donors and implementing partners to determine conformity with the minimum characteristics and other standards described above.
- Provide suggestions on methodologies and project design to facilitate the implementation of CBDRM projects when requested by F4 partners.

Monitoring, evaluation and reporting



FLAGSHIP 4: INTEGRATED COMMUNITY BASED DISASTER RISK REDUCTION

- Provide input into the establishment and maintenance of an effective tracking system for Flagship 4 projects to capture key data such as geographical location, funding, donors/implementing partners and scope of activities, in line with other NRRC tracking and reporting mechanisms.
- Provide input on Flagship 4 activities for NRRC Quarterly Updates.
- Provide input into Flagship 4 annual reports to the NRRC Steering Committee.
- Develop and implement an effective monitoring and evaluation mechanism to measure the overall progress of Flagship 4 Joint Programme Results.
- Encourage Flagship 4 implementing partners to implement a system of self-monitoring and evaluation to ensure that projects meet the agreed minimum standards for Flagship 4.

Advocacy

- Provide input into the development of a web-based information platform for Flagship 4.
- Actively promote the work of Flagship 4 and the NRRC, to donors and other interested parties through the development of promotion materials, presentation and information sharing.
- Encourage Flagship 4 partners to share new knowledge and learning on CBDRR and other key issues such as climate change, for dissemination at national and international level.
- Support strategic planning, advocacy and other initiatives of the NRRC as required.

Resource mobilisation

- Support the identification of potential new funding sources for Flagship 4 activities and provide linkages with potential implementing partners.
- Support the development of a pooled funding mechanism for Flagship 4 partners if required, in consultation with the Flagship 4 Coordinator, NRRC Secretariat and NRRC Steering Committee.