

**TERMS OF REFERENCE**  
**Working Group for Health-Nutrition**  
**Syrian Refugees Egypt**

---

## **1. Preamble**

The Health and Nutrition Working Group (HNWG) is a field driven/coordination forum that aims to bring together all relevant actors to raise the general level of awareness on access to health and nutritional needs for the Syrian refugees, coordinate health and nutrition programmes, and assist UN agencies, non-governmental organisations and authorities to identify and address health and nutrition concerns of the Syrian refugees.

The work of the HNWG is guided by the principles of neutrality, impartiality and independence.

HNWG members recognize the cross-cutting nature of Health and Nutrition activities spanning humanitarian, recovery and longer-term development phases.

## **2. General**

- The HNWG will be co-chaired by the Ministry of Health/WHO and UNHCR.
- The HNWG will meet once a month or more frequently should it be necessary. The meetings will take place at alternating locations one time at the MoH premises, one time at UNHCR Zamalek.
- The HNWG will manage the information in its possession according to the utmost confidentiality and safeguard of organizations involved, staff and beneficiaries.

## **3. Objectives**

The overarching goal of the HNWG is to reduce avoidable mortality, morbidity and disability, and restore the delivery of, and equitable access to, preventive and curative health and nutrition services in a sustainable manner as possible.

The WG will work towards the following objectives:

- Develop Health and Nutrition (HN) strategy and action plan to respond to the priority emergency health and nutrition needs of Syrian refugees in the different locations in Egypt.
- Define and agree on Health and Nutrition sector priorities and standards.
- Coordinate the activities of all health and nutrition partners to effectively fill gaps and avoid duplication.
- Develop and operationalize HN advocacy strategy to inform the humanitarian partners, donors, relevant authorities and refugee community about priority health interventions.
- Strengthen resource mobilization for the health sector through effective information sharing and information management.

- Develop and operationalize systems for monitoring HN interventions.

#### **4. Core Responsibilities:**

##### **Maintenance of appropriate humanitarian coordination mechanisms:**

- Ensure appropriate coordination with all humanitarian partners
- Ensure that the actions of the HN partners complement each other
- Ensure effective links with other sectoral groups

##### **Coordination with national/local authorities, State institutions, local civil society and other relevant actors**

- Ensure continuous presence and involvement of technical and line departments of the MoH to foster ownership and engagement.
- Ensure that humanitarian responses builds on local capacities.

##### **Participatory and community-based approaches**

- Ensure utilization of participatory and community based approaches in sectoral needs assessment, analysis, planning, monitoring and response.

##### **Attention to priority cross-cutting issues**

- Ensure integration of agreed priority cross-cutting issues in sectoral needs assessment, analysis, planning, monitoring and response (e.g. age, diversity, environment, gender, HIV and human rights)

##### **Needs assessment, mapping and analysis**

- Ensure effective and coherent health and nutrition sector needs assessment and analysis, involving all relevant partners
- Ensure that health / nutrition status and risks as well as availability and access to health and nutrition services and their capacities are mapped out.
- Monitor critical health determinants for the Syrian Refugees (morbidity, access and availability of essential services, protection issues)

##### **Emergency preparedness**

- Ensure adequate contingency planning and preparedness for a potential new mass-influx.

##### **Planning and strategy development:**

- Ensure that the emergency health and nutrition sector priorities are identified.
- Develop health and nutrition response strategy and action plan.

#### **Application of standards:**

- Ensure that health and nutrition partners are aware of relevant national and international policy guidelines, standards and relevant commitments that the Government has undertaken.

#### **Monitoring and reporting:**

- Ensure adequate monitoring systems and data sharing mechanisms are in place to review impact of joint actions and progress against its strategy and action plan;
- Ensure adequate reporting and effective information sharing.

#### **Advocacy and resource mobilization:**

- Identify core advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the overall response.
- Carry out advocacy for priority projects' resource mobilization (financial and capacity), promote appropriate interventions in accessible areas of identified need, innovative strategies of providing health and nutrition services and appropriate inter-sectoral strategies to address emergency health needs.

#### **Training and capacity building:**

- Promote/support training of staff and capacity building of humanitarian partners in areas relating to the provision of health and nutrition assistance during emergencies.

### **5. Principles of Partnership**

To uphold the spirit of collaboration, strengthen participation, communication and ownership the following **Principles of Partnership** shall apply:

**Equality:** Equality requires mutual respect between members of the partnership irrespective of size and power. The HN partners respect each other's mandates, obligations and independence and recognize each other's constraints and commitments. Mutual respect however will not preclude organizations from engaging in constructive dissent.

**Transparency:** Transparency is achieved through dialogue between all partners on an equal footing, with an emphasis on early consultations and early sharing of information. Communication and transparency, including financial transparency, increase the level of trust among organizations.

**Result-oriented approach:** Effective humanitarian action must be reality-based and action-oriented. This requires result-oriented coordination based on effective capabilities and concrete operational capacities.

**Responsibility:** HN partners have an ethical obligation to each other and the persons they serve to accomplish their tasks responsibly, with integrity and in a relevant and appropriate way. They will commit to activities only when they have the means, competencies, skills, and capacity to deliver on their commitments.

**Complementarity:** The diversity of the HN partners is an asset if we build on our comparative advantages and complement each other's contributions. Local capacity is one of the main assets to enhance and on which to build. Whenever possible, HN partners, particularly UN and International NGO-s will strive to make it an integral part in emergency response.