

# Protection Sector Working Group

Jordan

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## Draft Terms of Reference

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Endorsed by PWG March 2014

### Background

1. At the beginning of 2014, there are over 600,000 persons of concern in Jordan with diverse protection needs.<sup>1</sup> UNHCR and partners, with the support of the Government of Jordan has established an inter-agency refugee response coordination structure in Jordan. The inter-agency refugee response coordination structure in Jordan draws upon the respective expertise of UN agencies and NGOs in providing leadership to sectoral working groups. The Protection Working Group<sup>2</sup> (PWG) is a central element of the refugee response in Jordan.
2. The June 2013 Inter-Agency Protection Strategy developed by UNHCR and its partners, and reflected in the Regional Response Plan 6,<sup>3</sup> is centred on:
  - a. ensuring access to basic rights, including the right to seek asylum and timely access to registration and documentation as a prerequisite for proper protection delivery;
  - b. expanding community outreach and development of community-based protection mechanisms, with a focus on community empowerment and self-reliance, and ensuring that women, girls, boys and men are engaged in the planning, implementation and evaluation of services;
  - c. mitigating and reducing the risks and consequences of SGBV, while improving the quality of multi-sectoral response services, as well as expanding access and reach of services;
  - d. ensuring that emergency child protection interventions are strengthened and harmonized; and
  - e. exploring third country resettlement/durable solution options as a protection response to cases with special needs.
3. In 2014, the Protection Sector will prioritize interventions that swiftly and substantially increase the level of support available to the Government of Jordan and communities hosting refugees, thereby mitigating the socio-economic pressures generated by the refugee influx. The Protection Sector will also work with other humanitarian response sectors in order to mainstream protection into the refugee response, including through the strengthening of area-based protection coordination and referral mechanisms.

### Purpose and Scope of Working Group

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<sup>1</sup> see <http://www.unhcr.org/cgi-bin/texis/vtx/page?page=49e486566&submit=GO>

<sup>2</sup> See Annex 1 for definition of 'Protection'

<sup>3</sup> available at <http://unhcr.org/syriarrp6/docs/syria-rrp6-jordan-response-plan.pdf#F>

4. The purpose of the PWG is to strengthen and coordinate the protection needs of Syrians and other persons of concern in Jordan, including Iraqis, Somalis and Sudanese.
5. In meeting the above purpose, the PWG shall give due consideration to the needs of host communities.

### **Working Group Objectives**

6. To ensure the effective and timely implementation of activities within the Inter-Agency Protection Strategy and, within that, members of the PWG agree to:
  - a. work towards a harmonised approach, as a Sector, in order to provide a coordinated protection response to emergency, mid-term and long-term needs of persons of concern in Jordan;
  - b. work in partnership to ensure that all persons of concern have equal access to quality protection services;
  - c. to ensure evidence-based action and that gaps in protection services are filled and guide prioritisation of resources where necessary, including the coordination of needs assessments;
  - d. enhance accountable, predictable and effective emergency, mid-term and long-term responses to the protection needs of persons of concern;
  - e. identify core protection advocacy concerns, develop key messaging on specific topics and contribute key messages to broader advocacy initiatives of the Advocacy and Communications Working Groups, under the auspices of the Inter-Sector Working Group;
  - f. identify core protection information needs and assist Mass Information specialists through the review of protection and other information shared with persons of concern; and
  - g. work with other sectors (and protection focal points such as the Gender Focal Point and the SGBV Focal Points Networks) to ensure that protection considerations guide all aspects of the refugee response in Jordan.

### **Working Group Modalities**

7. Coordination meetings
  - a. The Coordination Meeting is the primary platform for PWG Members to:
    - i. provide oversight to the Protection Sector overall, including the Child Protection Sub-Working Group, the Sexual Gender-Based Violence Sub-Working Group and the Mental Health and Psycho-Social Services Sub-Working Group;<sup>4</sup>
    - ii. direct the mainstreaming of Protection in other sectors;
    - iii. keep abreast of developments of the Syrian refugee crisis and developments relating to other persons of concern including Iraqis, Somalis, Sudanese;

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<sup>4</sup> MHPSS is jointly overseen with the Health Sector Working Group.

- iv. be updated on the status of key events and activities in the Protection Sector;
  - v. be informed of relevant events and activities from other Sectors, including training sessions;
  - vi. share information between PWG Members;
  - vii. make collective decisions on behalf of the PWG, as to strategy and other issues as necessary;
  - viii. discuss and review new project proposals by PWG Members and other actors engaged in protection activities in Jordan, to ensure consistency with the Inter-Agency Protection Strategy and coherence with the activities of other PWG Members; and
  - ix. discuss and review drafts of relevant reports, as necessary.
- b. The duration of the Working Group Meeting shall be no longer than two hours. It will take place on the last Wednesday of every month, and the venue of the meeting will be UNHCR Amman Office, unless otherwise indicated. Ad hoc meetings can be called at short notice in case of onset crises or specific purposes (e.g. finalization of documents for upcoming events etc.).
  - c. Minutes of the meetings will be circulated in a timely manner and posted on the Syrian Refugee Response web portal available at <http://data.unhcr.org/syrianrefugees/country.php?id=107>
8. 4W Protection Activities Matrix
- a. The Protection Activities Matrix is a tool used for information sharing and planning purposes. It includes information on Who, is doing What, Where and When ('4W') in relation to protection activities for persons of concern in Jordan.
  - b. A secondary purpose of the 4W Protection Activities Matrix is to facilitate effective referrals between partners.
  - c. PWG Members are tasked with maintaining their agency's entry for recent protection activities into the Protection Activities Matrix.
  - d. The Protection Activities Matrix may be compiled in coordination with Protection Sub-Sectors including Child Protection, SGBV, Mental Health and Psychosocial Services, and field working groups, as appropriate.
9. Protection Sector Strategy
- a. PWG Members are responsible to contribute to the development of the Protection Sector Strategy taking into consideration the needs of the population of concern, the
10. Coordinated Assessment Mechanisms
- a. PWG Members undertake to ensure that any assessments that they conduct are presented to the Working Group in
    - i. the planning phases,
    - ii. immediately following the data collection phase to share - and seek validation of - initial findings, and
    - iii. following the first draft report.
  - b. The Working group will discuss and review assessments proposed by Members and other actors at the Working Group Meeting or by email, as appropriate.
  - c. The PWG shall also work coordinate with other sectors to incorporate protection concerns into relevant assessments

## 11. Technical Review

- a. The PWG will, collectively, respond to requests for technical review, input or advice. These may include funding proposals to other organisations or institutions and planned projects.

## **Sector Lead and Co-Lead**

12. UNHCR shall act as Lead of the PWG.
13. In addition, the PWG has appointed IRD as Co-Lead, whose appointment will remain current until the end of 2014. Requirements for appointment as Sector Co-Lead are:
  - a. Recognised technical expertise in the sector
  - b. Significant operational capacity
  - c. Capacity to commit time and resources to carrying out the responsibilities of the Sector Co-Leadership.
14. A new Co-Lead may be elected by the PWG by agreement of its members.

### *Responsibilities of Sector Lead and Co-Lead*

15. The Sector Lead and Co-Lead shall agree, between themselves, the division of labour relating to the Sector Leadership. Tasks include but are not limited to:
  - a. Ensuring age- and gender- sensitivity of needs assessments, analysis and reporting
  - b. Ensure regular meetings as long as there is a need.

## **Membership and Structure**

16. Membership of the PWG is open to any actor engaged in protection activities in Jordan. There shall be no limit to the number of members of the PWG but, for logistical purposes, the number of representatives of each agency present at PWG meetings may be limited by the Lead and Co-Lead.
17. The Child Protection, SGBV and MHPSS Sub Working Groups shall report to the PWG
18. The Working Group shall, through the Lead and Co-Lead, report to the UNHCR Country Representative and the Inter-Sector Working Group.

## **Guidance**

19. The work of the PWG shall be guided by the 2007 Principles of Partnership, namely:
  - a. equality among partners in consultation and decision making
  - b. transparency among partners
  - c. the primacy of a result-oriented approach to humanitarian action
  - d. responsibility between partners to accomplish undertaken tasks
  - e. complementarity between the capacity and activities of local and international actors.<sup>5</sup>
20. The activities of members of the PWG shall be guided by the Protection Principles contained in the Humanitarian Charter and Minimum Standards in Humanitarian Response, namely:
  - a. avoid exposing people to further harm as a result of your actions

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<sup>5</sup> 'Principles of Partnership: A Statement of Commitment', endorsed by the Global Humanitarian Platform, 12 July 2007: <http://www.globalhumanitarianplatform.org/pop.html#pop>

- b. ensure people's access to impartial assistance – in proportion to need and without discrimination
- c. protect people from physical and psychological harm arising from violence and coercion
- d. assist people to claim their rights, access available remedies and recover from the effects of abuse.<sup>6</sup>

#### **Application and Review of Terms of Reference**

21. These Terms of Reference govern the meetings, activities and publications by or on behalf of the PWG or any related activities. They are subject to review 12 months following their adoption by the PWG, or by agreement of the members of the Working Group.

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<sup>6</sup> 'Protection Principles' in The Sphere Project, *Humanitarian Charter and Minimum Standards in Humanitarian Response* (2011)

## **Annex 1**

### **Definition of protection**

Protection involves “all actions aimed at ensuring the equal access to and enjoyment of the rights of women, men, girls and boys of concern to UNHCR, in accordance with the relevant bodies of law, including international humanitarian, human rights and refugee law”. National legal standards are also applied where relevant. Special attention is given to the specific rights and needs of women, girls and boys, the elderly, minority groups and persons with disabilities.

Protection involves all advocacy efforts, assistance programs designed to promote the rights, safety and dignity of persons of concern to UNHCR. It may involve response actions aiming to stop, prevent or alleviate the worst effects of abuses; remedial action to help people recover; and environment-building actions to consolidate economic, social, cultural and institutional norms conducive to protection.

While states and mandated authorities are important duty-bearers in the area of protection, people are always key actors in their own protection. Human rights and humanitarian norms are most readily respected, protected and fulfilled when people are powerful enough to assert and claim their rights. The principle of supporting and empowering communities that are actively working for their own protection is a core strategy of in protection work.

Multiple programme areas are included in the definition of protection, including (but not limited to): legal assistance and advocacy; sexual and gender-based violence protection; child protection; assistance and protection of persons with disabilities; community development; outreach; livelihoods.