



Terms of Reference

Iraq Durable Solutions Technical Working Group (DSTWG)

Updated in March 2022

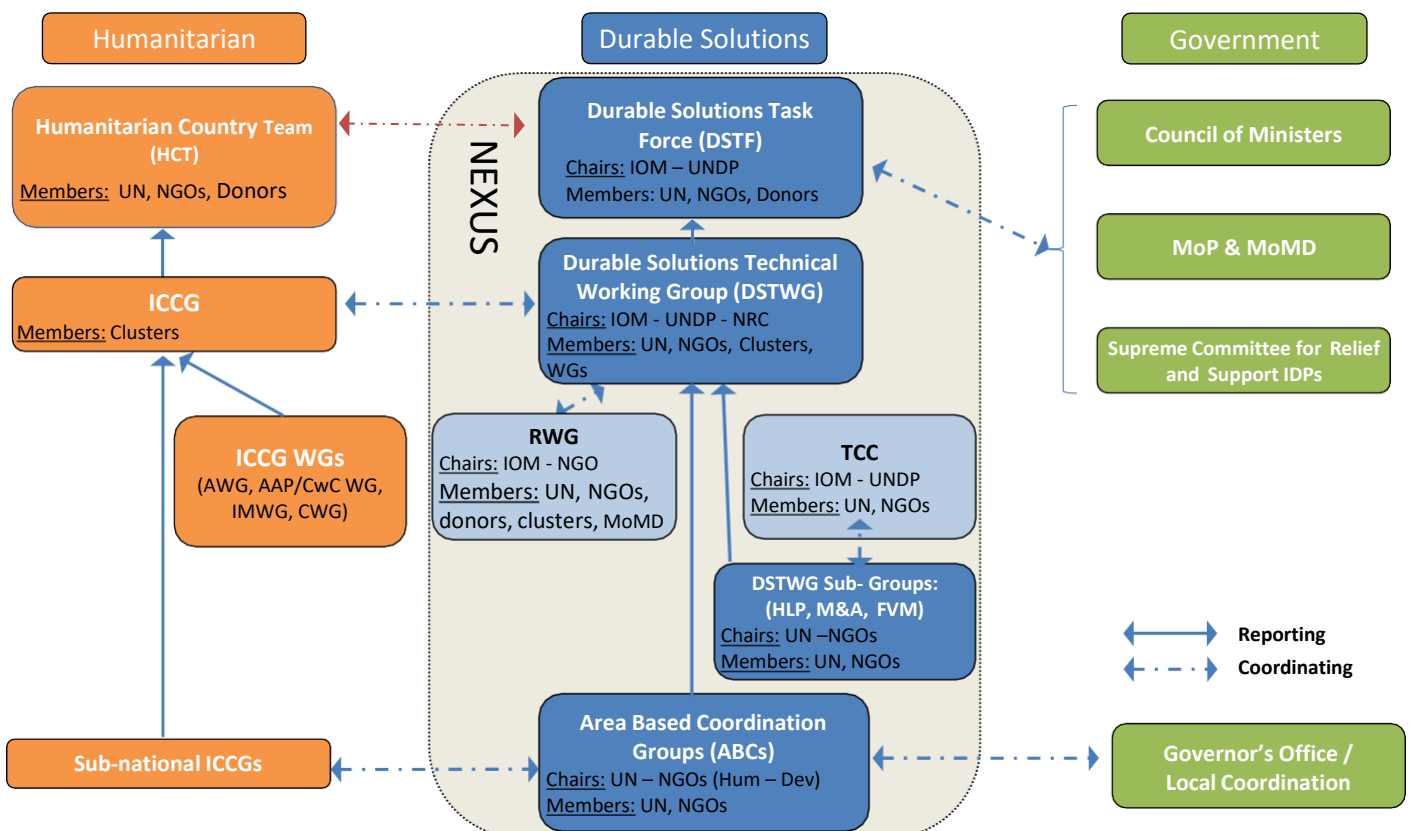
**Terms of reference will be reviewed on an annual basis or when deemed necessary. All revision of the ToR will be discussed at the DSTWG level and endorsed by the DSTF.*

Background

Operating under the direction of the Durable Solutions Task Force (DSTF), the Durable Solutions Technical Working Group (DSTWG) will be the main technical operations and coordination platform through which durable solutions (DS) will be advanced in Iraq among humanitarian, peacebuilding, and development actors. The DSTWG is made up of members from different groups of stakeholders as further outlined in membership criteria below. The group will develop tools, approaches and propose joint programming to support the localised operationalisation of durable solutions coordination. The group will guide and steer the Area Based Coordination Groups (ABCs), ensuring harmonization in approaches and standards.

The work of the DSTWG is focused around the implementation of durable solutions, which includes (1) development of operational strategies for durable solutions; (2) coordination and steering of area-level interventions; (3) technical methodology, tool and process development; and (4) reinforce advocacy under the leadership of DSTF on a range of durable solutions issues.

Structure, Leadership and Membership



Objective DSTWG serves to organise and coordinate the implementation of durable solutions activities in Iraq, through the development of tools and guidance for humanitarian, peacebuilding and development actors, and based on the strategic direction of DSTF.

Roles and Responsibilities of DSTWG Co-Chairs

Coordination

1. Lead monthly DSTWG meetings;
2. Support the development of Plans of Action (PoAs) with ABC groups as well as annual review of the PoA template when deemed necessary for DSTF endorsement;
3. Provision of technical guidance and capacity building to DS stakeholders in Iraq, including but not limited to UN-agencies, non governmental partners and the private sector;
4. Overall steering and technical guidance of DS implementation and coordination, including establishment of sub-groups;
5. Provide technical advice on DS and raise issues arising from the ABCs to DSTF, when relevant;
6. Coordinate and collaborate with similar forums, initiatives and mechanisms, including but not limited to clusters, consortiums, etc.;
7. Undertake regular field-level assessment & monitoring missions or jointly with partners, national and local government and members of the donor community*¹.

Technical methodology, tool and process development

8. Develop tools, methodologies and processes related to durable solutions programming, including planning, implementation, and monitoring;
9. Inception of new ABC groups upon the request of DSTF (see ABC ToRs for details);
10. Development of operational strategies for durable solutions, including technical assistance on PoAs and linking national and local DS planning;
11. Development of technical methodology, tools and guidelines and ensure that they are used by the ABC groups. Technical methodologies, tools and guidelines include but not limited to:
 - a. Data collection of activities, data consolidation, data analysis, and mapping of activities
 - b. Needs and gaps information collection at the ABC level
 - c. Coordination and referral mechanisms at the ABC level
 - d. M&E and data collection on achievements
 - e. Reporting at the ABC level and DSTWG level

Monitoring, Analysis and Reporting

12. Facilitate collective monitoring of progress towards DS across the country, in support of planning, implementation and advocacy around durable solutions;
13. Share and document best practices on implementation of durable solutions programming, including supported returns processes, local integration, settlement elsewhere, community planning, and broad efforts to support the resolution of protracted displacement;
14. Submit annual reports to the DSTF, inclusive of ABCs achievements and impacts, coordination and referral at the ABC level, and coordination with local authorities.

Roles and Responsibilities of DSTWG Members

1. Promote collective DS efforts;
2. Ensure consistent active participation in DSTWG meetings and DS related discussions, and provide technical input;
3. Ensure that information shared at DSTWG is shared with their relevant internal colleagues at national and local levels, including but not limited to follow up on the use of DSTWG produced materials by internal teams at the ABC level and ensuring that a connection is established between own field team and own senior management;
4. Provide technical expertise in developing guidance notes (including drafting sections of guidance in line with specific technical knowledge), coordination and promoting accountability to affected populations;

¹ Asterisk (*) indicated that this activity will be supported by members. In this case assessments will be primarily done at partner level.

5. Contribute to collective information sharing activities with affected populations, the Governments and other entities; and
6. Propose items to be discussed and included in the agenda of the DSTWG meetings.

DSTWG Sub-Groups

It is recognized that time-bound, task based, smaller technical groups (or “sub-groups”) may be convened to develop guidance and approaches to specific thematic areas – such as assessment methodologies and developing guidelines relating to livelihoods interventions, shelter activities or social cohesion. These groups will be initiated as required. The DSTWG will endorse and lead the review of terms of references for relevant DSTWG sub-groups.

DSTWG co-chairs and Members

Co-chairs

The lead agencies of DSTWG will be two UN agencies and an NGO, selected through an expression of interest process led by DSTF on an 18-month cycle. Should the NGO co-chair change, NCCI and DSTWG will lead the selection of NGO co-chair and the selection will be endorsed by DSTF.

Membership, its Criteria and Selection

Members must have specific expertise and implement DS activities. The current membership is below. Chairs*	IOM, UNDP, NRC
UN agency	UNHCR, UN-HABITAT, UNICEF, WFP, FAO, UNMAS, OCHA, IOM, UNDP
Clusters	Protection Cluster, Shelter Cluster, Inter-Cluster Coordination Unit
Working Groups	Peace and Reconciliation Working Group, Technical Coordination Committee, CICL, UNSDCF Priority Working Group 5 ²
NGOs	Secours Islamique France, OXFAM, Mercy Corps, IMPACT Initiatives, Sahara Economic Development Organization, ALTadhamun Iraqi League for Youth, NCCI
Other Entity	GIZ, RCO
Observer	ICRC

**The rotating NGO co-chair organization and the NGO at the DSTF will also have member seats*

Each seat should be occupied by one person only, with one replacement in case of absence. The process and selection of membership shall be reviewed and endorsed by DSTF. The DSTWG membership will be reviewed on an annual basis to ensure active participation from the members. Should any members not stay actively engaged in the work of the group, they may be removed from membership. Active participation will be judged against the following criteria: (1) regular attendance of meetings (not more than three missed meetings in a quarter) and (2) inputs to all key documents of DSTWG.

² Note that they are included under “UN agency”