



Swaziland Government



SWAZILAND EL NINO DROUGHT EMERGENCY RESPONSE

MULTI SECTORAL COORDINATION FRAMEWORK

PREPARED BY

THE NATIONAL DISASTER MANAGEMENT AGENCY

FEBRUARY 2017



United Nations Swaziland

Financial and technical support from the United Nations Country Team

Acknowledgements

The National Disaster Management Agency (NDMA) would like to acknowledge the assistance of the United Nations Country Team (UNCT) in crafting the Swaziland Drought Emergency Response Multi-Sectoral Coordination Framework. All stakeholders who have contributed to the successful drafting of this framework are sincerely acknowledged.

Table of Contents

Table of Contents	1
Acknowledgements	2
1.0 Introduction	4
2.0 Goal and Objectives	4
3.0 Guiding principles	5
4.0 Coordination structures and Modalities	5
4.1 Awareness creation, Communication and Information Sharing	5
4.2 Education and Training	6
5.0 Multi Sectoral Inter Cluster Framework: Results Matrix	8

LIST OF FIGURES:

Figure 1: National Drought Emergency Coordination Model	6
--	---

1.0 Introduction

National response coordination structures were adapted from the national Multi Hazard Contingency Plan (MHCP) (2015). The multi sectoral coordination model presented in figure 1 is limited to the coordination of clusters prioritised in the National Emergency Response and Mitigation Plan (NERMAP) 2016-2022. The Government of Swaziland (GoS) has the ultimate responsibility for the overall disaster and emergency coordination. The National Disaster Management Agency (NDMA) was established to provide overall coordinate for national disaster risk reduction and management programmes. In this regard, the NDMA assumes leadership role of the multi sectoral inter cluster coordination system. The relevant government ministries or departments serves as the lead agency in accordance to each cluster mandate and is supported by a corresponding co-lead agency from a UN Agency. Early recovery is cross-cutting and thus integrated into all clusters' activities.

In the context of an expanded Humanitarian Country Partnership (HCP), NGOs such as Red Cross and Save the Children serve as core lead agencies in collaboration with the relevant UN Agency/ies. Other NGOs and stakeholders play active roles in line with their organisation's mandate as stakeholders within the clusters coordination system.

2.0 Goal and Objectives

The overall goal of the Emergency Multi Sectoral Coordination Framework is to ensure that the country has a coherent and systematic plan to effectively coordinate disaster or emergency response and recovery.

The specific objectives are to:

1. Build and strengthen multi sectoral emergency coordination at national, regional and constituent levels;
2. Strengthen the capacity of the NDMA to effectively coordinate the inter cluster coordination system;
3. Strengthen the capacity of the cluster lead and co-lead agencies to coordinate the development of cluster emergency response plans including their implementation;
4. Facilitate effective communication of the drought emergency across clusters and to all target audiences;
5. Facilitate effective reporting through compiling and dissemination of situation reports (SitReps);
6. Facilitate information sharing, knowledge management, lessons learnt and documentation of best practices.

3.0 Guiding principles

To guide coordination, it is important to have the following principles:

1. Participation – Informed and organized participation forms the basis for effective stakeholder engagement. The NDMA will have to provide an opportunity for different stakeholders involved in DRR in the country to influence discussions on pertinent matters and influence policy and programmes related to DRR.
2. Consensus building – To promote harmony and sustainability in DRR all decisions that requires the input of stakeholders and partners should be based on consensus, taking into consideration the different interests represented by stakeholders.
3. Transparency– The NDMA should allow an opportunity for open sharing and transfer of information amongst stakeholders.
4. Equity and inclusiveness – All stakeholders are to be welcomed to participate in a manner that promotes equitable representation and inclusivity considering the most vulnerable and gender.
5. Effectiveness and efficiency –All programmes, projects, plans, and activities must be result-oriented and must respond to pertinent DRR at the same time ensuring that they make the best use of resources.
6. Accountability – the NDMA and cluster members are to remain accountable to the sectors and organisations that they represent

4.0 Coordination structures and Modalities

The Cluster coordination structures are shown in Figure 1 and they include; the Coordination, WASH, Education, Health and Nutrition, Agriculture and the Social Protection clusters. National Emergency Multi Sectoral Coordination Structures, levels, compositions, their functions and coordination modality are described below

The NDMA provides secretariat services, and is responsible for meeting arrangements, sending meeting invites, liaison with cluster leads and other structures, consolidation of reports and to provide DRR related technical support whenever needed. The NDMA must also regularly check if member reps are still within the organisation and replace them accordingly.

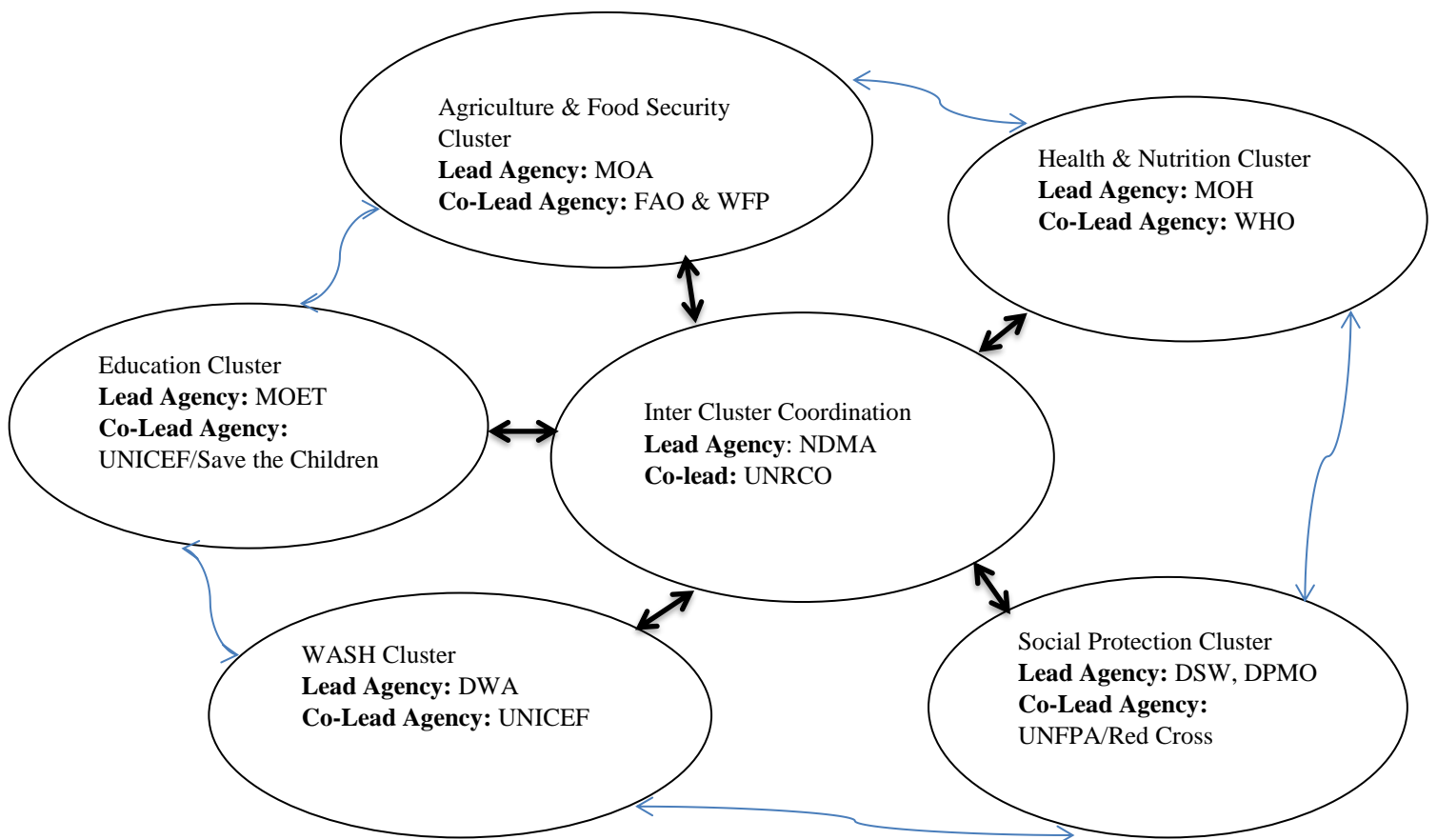
4.1 Awareness creation, Communication and Information Sharing

Access to reliable, relevant and timely information is very key. This information must be shared across sectors, the media and the general stakeholders. Information on roles and responsibilities, tools and key messages to stakeholders will be critical for the stakeholders to be able to perform their roles before a disaster strikes, during a disaster, and post disaster. This requires a communication workgroup that will work with the NDMA responsible for developing communication plans as well as information management and dissemination.

4.2 Education and Training

The NDMA is responsible for assessing and identifying education and training gaps required for DRR competencies within the Agency and among relevant sector, and for facilitating training, exercises, and other educational initiatives. As such, a systematic assessment of gaps would assist with the identification of high-priority, cross-sector training needs and topics. This is critical because effective coordination relies on multi-disciplinary professional's capacities and knowledge of the subject matter. The NDMA should therefore develop a plan to assess existing capacities and gaps, identify training organisations, and develop a training and capacity building plan.

Figure 1: National Drought Emergency Coordination Model



Emergency Multi Sectoral Coordination Structures and their Functions

Structure, Level & Composition	Functions	Coordination modality
<p>Policy Strategic Coordination CEO NDMA UNCT PSes: MoA, MoH, MNRE, MoET NGOs Directors</p>	<ul style="list-style-type: none"> a. Chaired by CEO NDMA & UNRC b. Strategic decision making c. Resource mobilisation 	<p>Monthly meetings</p>
<p>Inter Cluster Coordination NDMA Cluster leads: MoA, MoH, MNRE, MoET Cluster Co-leads: FAO, WFP, UNICEF, WHO, UNFPA, UNDP</p>	<ul style="list-style-type: none"> a. Chaired by CEO NDMA b. Technical decision making c. Inter cluster planning d. Capacity development e. National sitreps 	<p>Monthly meetings</p>
<p>Cluster Coordination All cluster stakeholders (Government, NGOs, private sector etc.)</p>	<ul style="list-style-type: none"> a. Chaired by cluster lead & co-lead b. Operational planning & decision making c. Cluster coordination d. Implementation and support e. Cluster sitreps 	<p>Bi-weekly meetings: Social protection and Education clusters Weekly meetings: Health & Nutrition and WASH clusters *Agriculture & Food Security cluster TBC</p>
<p>Regional Cluster Coordination RDRMT All cluster stakeholders (Government, NGOs, private sector etc.)</p>	<ul style="list-style-type: none"> a. Chaired by RS b. Regional decision making c. Coordination of emergency response operations d. Mitigation & response e. Regional sitreps 	<p>Monthly meetings (TBC)</p>
<p>Constituent Coordination All cluster stakeholders (Government, NGOs, private sector etc.)</p>	<ul style="list-style-type: none"> a. Coordination planning b. Operations c. Mitigation & response d. Constituent sitreps 	<p>Whenever necessary (TBC)</p>

5.0 Multi Sectoral Inter Cluster Framework: Results Matrix

The matrix below will assist in monitoring implementation of the coordination framework

Outcome: Coherent, systematic and effective coordination of disaster/emergency response and recovery at national, regional and constituent levels.			
Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions and Risks
<p>Output: Fully functional emergency multi sectoral coordination at national, regional and constituent levels</p> <p>Baseline: MHCP 2015; National multi sectoral coordination system, NERMAP 2016-2022</p> <p>Target:</p> <ul style="list-style-type: none"> • Strategic coordination forum • Effective inter cluster coordination • 5 coordination clusters • 4 regional coordination systems • 40% constituencies using the multi sectoral coordination system 	<ul style="list-style-type: none"> a. Strategic coordination system established b. Number of strategic coordination meetings held c. Number of national multi sectoral coordination meeting held d. Number of regional multi sectoral coordination systems established e. % of constituencies using the multi sectoral coordination system f. Number of stakeholders benefiting from capacity development, building or trainings conducted at all levels 	<p>Resolutions/minutes of strategic coordination</p> <p>Inter cluster coordination minutes/reports</p> <p>Cluster coordination minutes/reports</p> <p>Situation reports (Sitreps)</p> <p>Lessons learnt report/s</p> <p>MHCP integrating lessons learnt from simulations</p> <p>Photography and media coverage of coordination events/meetings</p>	<p>Assumptions:</p> <ul style="list-style-type: none"> a. Availability of resources to support coordination activities b. Continued donor financial and technical support <p>Risks:</p> <ul style="list-style-type: none"> a. Inadequate commitment and full ownership of the multi sectoral coordination by the government and all clusters b. Inadequate involvement and/ or co-operation among stakeholders at all levels