

SESSION 6: CLUSTER PREPAREDNESS AND RESPONSE PLAN

Cluster	WASH (Water, Sanitation, and Hygiene) (Noting the overlap with health)
Lead Agency (If sub-cluster groups exists, name here with a focal point agency)	UNICEF – acknowledging the need to delegate (operational) leadership authority on a case-by-case basis when it is apparent that UNICEF is not best equipped to lead the response.
Cluster Members	UNICEF, Oxfam, WHO, SOPAC, ADRA, <i>IFRC, French Red Cross, World Vision, Save the Children, Pacific Water Waste Association, Water Industry Operations Group of New Zealand, Water Industry Operators Group of Australia, RedR, EU, ECHO, NZAID, AusAID, WASH Coalition, JICA</i>
Role of lead and member agencies	<p>PREPAREDNESS:</p> <p>RESPONSE:</p> <p>CLUSTER COORDINATION/COORDINATION WITH NATIONAL AUTHORITIES:</p> <p>NEEDS ASSESSMENT AND ANALYSIS:</p> <p>APPLICATION OF STANDARDS:</p> <p>TRAINING/CAPACITY BUILDING:</p> <p>MAINSTREAMING CROSS CUTTING ISSUES:</p>
Intra Cluster Coordination/Communication Structure/Working Arrangement	<ol style="list-style-type: none"> 1. Produce a communications plan/schedule with agendas for regular coordination meetings by teleconference etc. 2. Create a central document repository on PDN for cluster related documents 3. Use wash coalition communication to inform cluster members of partner activities 4. Use other forums such as the Pacific Partnership Meeting to create opportunities to meet on cluster related issues 5. Coordinated list of prepositioned supplies (link with logistics) 6. During response – according to traditional response coordination mechanisms

	7. Central roster of working arrangements so we can see when there might be staffing shortages		
Linkage with national level non-government actors (national NGOs etc) and how to roll out country level cluster	<ol style="list-style-type: none"> 1. A mapping of who the players are in each country and how to contact them. Starting point is the wash coalition with inputs from other cluster members. 2. Encourage dialogue 3. Share simple SOPs with these members for their consideration 		
What is the threshold to officially activate cluster globally and make linkage with the global IASC?	When national and regional capacity to respond to the disaster is exceeded. (Who decides this?)		
Minimum Preparedness Activities	Activities	Responsible Agencies	Timeframe
	Develop a cluster TOR	All members	
	Standardised assessment	All members	
	Collection of baseline data	All members	
	Signposting for information	Cluster lead	
	Collection of NDMO and Ministry response plans and some kind of analysis	In-country members/cluster lead	
	Explaining, and consulting, with government on Cluster system and response plans.	In-country members/cluster lead	
	Identify funding/resources	All members	
	Develop a communications plan and an action plan	DAVE!	
Response Activities -including Operational Protocol	Activities	Responsible Agencies	Timeframe

(SOPs) during emergency			
	<i>This part should give the list of actions to be taken when disaster occurs as a cluster. This will include step by step procedure (SOPs).</i>		
	Cluster lead initiates contact with cluster (especially those in country) and government counterparts	Cluster lead	
	Sharing initial situation reports, contact lists, and cluster TOR	Cluster lead	
	Standby for feedback from Government		