

MEMORANDUM OF UNDERSTANDING

Between

Sphere Association

Route de Ferney 150, 1211 Geneva, Switzerland
(hereafter referred to as Sphere)

And

Community World Service Asia

42-H, Block 6, P.E.C.H.S, Dr. Mahmood Hussain Road,
Karachi-75400, Pakistan
(hereafter referred to as CWSA)

For the period from 1 January 2021 to 31 December 2023

1 INTRODUCTION

This Memorandum of Understanding (MoU) is between Sphere and Community World Service Asia (CWSA) for CWSA's role as Sphere's Regional Partner in Asia for the promotion of Sphere Standards.

This MoU supersedes all prior oral or written agreements, if any, between the parties and constitutes the entire agreement. This MoU cannot be changed or modified orally. It may be supplemented, amended or revised only in writing by agreement of both parties.

2 PURPOSE

The purpose of this MoU is to define the role of CWSA as Sphere's Regional Partner in Asia. CWSA agrees to promote Sphere standards and other humanitarian standards which are part of the Humanitarian Standards Partnership (HSP) in Asia, including promoting quality and accountability in humanitarian action.

The overarching objective of this partnership is to support and build on the valuable Quality and Accountability capacity building already undertaken by CWSA. It focuses on increasing local ownership, contextual adaptation and application of Sphere together with other Quality and Accountability initiatives, in particular the Humanitarian Standards Partnership. For the promotion of the Core Humanitarian Standard (integrated into the Sphere Handbook) Sphere works closely with the CHS Alliance and Group URD.

3 DURATION

This MoU is valid for 3 years from 1 January 2021 to 31 December 2023 unless renewed or terminated by either party in writing giving three months' notice. This MoU is a continuation of the partnership between Sphere and CWSA since 2011.

Sphere and CWSA will jointly review their collaboration before the end of this MoU and continue, amend or terminate this MoU as appropriate.

4 PARTNERS

4.1 Sphere

Sphere is a diverse global community of purpose and practice that brings together frontline practitioners, humanitarian agencies, community organisations, trainers, donors, policy makers, government agencies and affected communities, around a common goal – to improve the resilience of, and outcomes for, people affected by disaster and crisis.

Sphere believes that people affected by crisis must be at the centre of decisions about humanitarian protection, assistance, recovery and resilience. They have the right to prompt, effective and quality humanitarian assistance which enables them to survive crises, rebuild their lives and recover their livelihoods with respect and dignity.

Sphere establishes, promotes and reviews quality standards for humanitarian action which provide an accountable framework for preparedness, resource allocation, response, monitoring and advocacy, before, during and after disasters and crises.

Sphere is committed to supporting local ownership and application of humanitarian standards, including adaptation for local contexts. Our standards and resources are open source and available free to everyone. We promote new developments and innovation in humanitarian standards and action, based on evidence. We recognise the rights of all people affected by disaster and conflict – the rights to life with dignity, to receive humanitarian assistance, and to protection and security.

Sphere supports Sphere Focal Points and Regional Partners to actively promote and advocate for the application of Sphere standards at country and regional levels respectively.

4.2 CWSA

CWSA is a humanitarian and development organisation. We aim to address the factors that divide people by promoting inclusiveness, shared values, diversity, and interdependence. Respecting the right to choose how to live, we work with marginalised communities to overcome the impacts of inequalities and lead peaceful, dignified and resilient lives.

As a national non-governmental organisation, we continue to partner with a growing number of governments, multilateral organisations, international professional networks and a host of national, local and international NGOs. Our organisation is comprised of a committed governing board and a diverse team who work through a robust accountability framework while maintaining strong relationships with communities and partners.

Our focus areas include Emergencies; Climate Action and Risk Reduction; Education; Health; Livelihoods; Water, Sanitation & Hygiene; and Quality and Accountability. We engage in the self-implementation of projects, cooperation through partners, and the provision of capacity enhancement training and resources at the national, regional and global levels.

CWSA has been a Sphere regional partner in Asia since 2011, in recognition of its consistent promotion of quality and accountability approaches in Asia since 2005. In addition, CWSA is managing the Asian Disaster Reduction and Response Network (ADRRN) Q&A Hub in Asia since 2017, through which CWSA is promoting Sphere and other Q&A standards amongst the ADRRN membership.

5 REGIONAL ROLE OF CWSA

The overall regional role of CWSA is to:

- Help identify, set up and support Sphere country focal points
- Provide specific support to focal points during humanitarian response
- engage – in the countries falling under this MoU – with existing country focal points, national authorities, academia, volunteers and other stakeholders to raise awareness and understanding of Sphere.

Note: CWSA does not act in an exclusive role in supporting Sphere activities in Asia but coordinates and collaborates with other advocates to strengthen regional uptake.

The countries falling under this MoU are Afghanistan, Bangladesh, Cambodia, Indonesia, Iran, Japan, Laos, Malaysia, Myanmar, Nepal, Pakistan, Philippines, South Korea, Sri Lanka, Thailand, China, Maldives and Vietnam. It is understood that CWSA will maintain and establish privileged relationships with countries in which they have a presence themselves or through ADRRN or ACT Alliance members. It is understood that CWSA cannot maintain equally active relationships with all countries covered in this MoU.

The list of responsibilities below are suggestions. They are resource-dependent and should be carried out as opportunities present themselves. They should be implemented based on a yearly jointly developed work plan, and in the spirit of facilitating information exchange and learning. The yearly workplans will build on the new Sphere Strategy 2021-2025. They should contribute to increased uptake by humanitarian actors of an integrated approach to quality and accountability. As far as possible, this also includes Sphere's partner standards which are part of the Humanitarian Standards Partnership.

5.1 WITHIN CWSA

- Continue institutionalising Sphere within CWSA (in project design, assessment, monitoring and evaluation tools and staff training, among others)
- Participate in relevant events to introduce and present Sphere.
- Provide direct Q&A training and support to major humanitarian responses in the region through the deployment of a Q&A team where possible.
- Facilitate Sphere Handbook translation into local languages.
- Develop documentation and promotional materials, including for new audiences and involve the Sphere secretariat as needed.
- Share regular updates with the Sphere secretariat for its monthly newsletter and prepare an annual report that highlights the progress made.
- At the end of the MoU, review the achievements of this partnership jointly with the Sphere secretariat.

5.2 OUTREACH TO COUNTRY FOCAL POINTS IN ASIA

- Support Sphere Country Focal Points, as well as humanitarian and development organisations to strengthen their capacity on quality and accountability, along CWSA's strategy of Quality and Accountability.
- Continue to support existing Sphere country focal points.
- Continue identifying new Sphere country focal points in the region.
- Provide support to all country focal points to build their capacities and assist them in institutionalising Sphere within their organisation and within the country.
- Support Sphere country focal points in their advocacy efforts with national and local authorities to raise awareness of Sphere and to include it in national disaster management plans.
- Work with the Sphere secretariat to produce guidance on how to influence national and local policies and practices to adopt a Q&A approach.
- Together with the Sphere secretariat, organise at least one regional focal point and trainers meeting during the MoU period.

5.3 REGIONAL WORK ON ADVOCACY AND CAPACITY BUILDING

- Adapt Sphere's initiatives to the regional context and contribute to them with local evidence as appropriate.
- Participate in campaigns launched by the Sphere secretariat.
- Compile a list of Sphere technical experts/master trainers across the region.
- Use the training and community tools provided by the Sphere secretariat, including updating the trainer roster and Sphere Calendar
- Further develop and strengthen regional resources in the form of practitioners, trainers and technical experts, and promote peer learning.
- Introduce Sphere to new influential audiences and constituencies when possible.
- Actively engage at a regional level, delivering Sphere trainings and updates, including the organisation of the Annual Regional Q&A Week.
- Prepare regular regional updates and share with the Sphere secretariat and the Sphere country focal points.

6 ROLE OF SPHERE

Upon request, the Sphere secretariat in Geneva will provide CWSA and Country Focal Points with technical support and guidance where feasible. The Sphere secretariat does not provide financial support to CWSA's

regional Sphere activities unless agreed in advance for specific activities. The key responsibilities of Sphere are to:

- Support CWSA's fundraising efforts for Sphere-related activities.
- Involve CWSA in global advocacy, promotional and communication activities as appropriate.
- Include reference to this partnership and its activities on the Sphere website and in relevant Sphere publications, including highlights from CWSA's work and publications.
- Promote and develop training and other tools to support focal points and trainers, in consultation with these communities.
- Support CWSA's quality and accountability work, including through HSP standards, the CHS Alliance, ALNAP, Groupe URD and others.
- Jointly organise at least one regional/global focal point and trainers meeting.
- Support CWSA to organise at least one Sphere learning event.

7 Force Majeure

Neither party shall be considered to be in default or in breach of its obligations under the MoU if the performance of such obligations is prevented by any extraordinary event or circumstance beyond the control of the parties.

For Sphere



Dr Balwant Singh
Executive Director

Date/Place: 1 March 2021, Geneva

For CWSA



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Shama Mall
Deputy Regional Director

Date/Place: 2 March 2021, Karachi