

### Terms of Reference

**List the Sphere activities your organisation is intended to conduct in the next 12 months?**

| <b>Current/Planned Activities</b> <i>(Please be specific)</i>   | <b>Tentative timeline</b><br><i>(if applicable)</i> |
|---|---|
| <b>Engagement with local authorities &amp; Advocacy work</b>  |   |
| + We intend to sensitize (or train, where possible) staff from the Department of Civil Protection, Ministry of Social Welfare and other key government departments on the use of Sphere standards to guide government's humanitarian response and strengthen their role as enablers for NGOs. | March – September 2021                              |
| <b>Sphere trainings and events</b>  |   |
| + Sphere standards in Public Health Emergencies – Lessons from COVID-19 response  | March 2021  |
| + Sphere Standards in Humanitarian Response (standard 3-day training) x 2   | May 2021<br>June 2021                               |
| + Sphere Training of Trainers   | August/September 2021                               |
| <b>Coordination with the Sphere community at country level</b>  |   |
| + Webinar with trained Sphere practitioners (programming in 2020, use of Sphere tools and resources)  | November 2020                                       |
| + Launch of a practitioners periodic newsletter   | April 2021  |
| <b>Other activities</b>   |   |
| + Curriculum development with local tertiary institution(s)   | 2021  |
| + On-going M&E of use of Sphere standards by NGOs, government and field staff   |   |

**How are you going to evaluate the success of the above-mentioned activities?**

*(Suggest success indicators for each activity)*

- + Increase the knowledge and understanding of Sphere standards in general, and how Sphere standards can be applied in humanitarian response.
- + Extent to which tools and acquired skills have been applied in humanitarian responses and onward training.
- + Extent to which advocacy and training of government officials has impacted in the practice of government departments in humanitarian response.
- + Improvement in information sharing and access to learning opportunities for Sphere practitioners/NGOs (as a result of better coordination and newsletter).

**Is your organisation working with other Standards initiatives? If so, how do you collaborate with them?**

*(Please indicate if you are a member of CaLP, CPMS, INEE, LEGS, Seep network, ADCAP and/or the CHS Alliance)*

We work with CaLP but not as a member – we hosted the first CaLP training in Zimbabwe with Oxfam.

We are a member of the INEE. We also provide trainings on LEGS as part of the Sphere companion standards.

We are also strengthening our capacity to monitor compliance with CHS (working with local agencies that are signed up to the CHS Alliance).