

Technical Working Group TOR

Winterisation

Objective:

- To provide technical guidelines which support agencies to effectively target communities in need of winterisation support.
- To define packages of assistance to support households to withstand winter weather conditions.

Scope of work:

- Recommendations will be produced considering:
 - Shelter structures
 - NFI's
 - Cooking and heating (including fuel)The recommendations will support keeping the immediate space around bodies warm and providing protection from the elements.
- The guidelines will focus on shelter support to displaced and non-displaced people in the whole of the affected area.
- Different packages of support may be defined for different areas depending on the effects of winter expected (e.g. above and below the snow line for example).
- The recommended modality for this assistance may be cash or distributions depending on market and access considerations.
- Any guidance considering cooking and heating (including fuel) will consider any existing or past Improved Cooking Stoves (ICS) programmes in Nepal. Consideration will be given to the location of the stoves and ventilation to avoid risk of fire.
- This TWG will consider the need for Key Messaging and IEC materials. Any IEC material production is not part of this TWG ToR.
- Once produced the guidelines will be included as an update to the main Strategy & Technical Guideline and will form a technical annex to the main guidelines.

Target group

- The primary target group are the agencies delivering support to non-winterised temporary shelter (including the small case load of those in tents but primarily focusing on the much larger caseload of those in temporary shelters).

TWG Membership

The technical working group is intended as a small group of technical experts from cluster member organisations and specifically invited technical specialists tasked with a time-bound technical task. The Shelter Cluster Co-ordination Team will identify and invite TWG members which should comprise:

- Up to 14 technical reps from agencies.
- Technical specialists from cluster member agencies implementing or planning to implement programs relevant to the work of this TWG.
- Include technical representatives of relevant national agencies active in temporary shelter assistance.
- Shelter Cluster technical coordinator as its secretariat.

Key deliverables and timeframe

Stage 1: Development of work plan (Week 1)

- Review of the TOR to identify any concerns or suggestions for amendment.
- Developing a work plan including the meeting schedule and organisation of the group, including specific roles of team members.

Stage 2: Mapping and draft guideline development (Week 1-2)

- Mapping and compilation of existing resources (to be stored in a sharable drop box) including:
 - International best practice
 - Cluster member resources
 - Nepal Best practice documents
- Produce first draft guidance document for circulation – Shelter Cluster Technical Co-ordinator to lead on this.

Stage 3: Feedback and present draft guideline (Week 2 - 3)

- Incorporate feedback from CSG and broader cluster members
- Produce draft guidance document, through iterative feedback process, for presentation to CSG.

Reporting and approval

- The establishment of any new TWG and its TORs and members shall be shared with the SAG and Shelter Cluster partners through the Shelter Cluster mailing list and at Shelter Cluster meetings.
- Progress from each Stage of the TWG will be reported to the CSG for feedback and guidance.
- Final products will be submitted to the CSG and SAG for approval and shared with Shelter Cluster partners on the website, through the mailing list and at Shelter Cluster meetings.
