

## **Disaster Management Advisory Group (DMAG)**

### **Terms of Reference**

#### **1. Background of the Disaster Management Advisory Groups (DMAG):**

Following the consultancy meeting that took place in Egypt on October 2012, there was a recommendation of establishing a DMAG for the MENA region. It was agreed to give the lead of this group for two years to the Kuwaiti Red Crescent. 7 National Societies took part of it in addition to 2 representatives from IFRC.

#### **2. Purpose of this group:**

DMAG brings together knowledge and technical capacities from the 17 national societies in the MENA region to:

- Adopt and promote, within the DM sector coherent approaches to common operational challenges, policies and strategies.
- Advise, support and follow up on technical issues related to the multiple components of DM activities in the region.
- Strengthen cooperation/coordination among NSs DM efforts.

#### **3. Composition of the Disaster Management Advisory Group:**

The DMAG is composed of persons/representatives from 6 different national societies preferably 2 representatives from every sub-region, 1 chair and the DMC of the IFRC MENA zone. DMAG meetings may incorporate DM sectorial specialists/consultants and staff in relevant fields such as relief/shelter, construction, food security/livelihood development, water & sanitation, health, logistics and others with the aim of adopting a coherent approach to common operational challenges.

#### **4. Objective:**

DMAG is responsible to provide the global strategy of DM in the region and facilitate the implementation.

#### **5. Roles and responsibilities:**

DMAG shall observe the Terms of Reference and general obligations and is expected to perform all the tasks that should be in line with the relevant priorities, policies, standards and regulations of IFRC and support in strengthening the capacity building of the 17 NSs.

The functions of DMAG therefore includes, but not limited to:

- a) Support establishing the DM framework for the region according to the strategic plan 2015-2020.
- b) Ensure and guide the implementation of DM program.
- c) Advocate the National Societies' DM program.
- d) Propose operational strategies and opportunities for the NS activities in the region.
- e) Share information regarding humanitarian national's situation change and monitor the movement response.
- f) Support IFRC in internal and external communication
- g) Share lessons learned.
- h) Support IFRC in maintaining the liaison between the DM coordinators.
- i) Create exchange programs to develop the volunteer management system.
- j) Support in identifying the needs in DM and guide the development of DM framework and operational plan.
- k) Enhance technical support to DMC to develop Contingency Plans (CP) and Standard Operating Procedures (SOP) for specific activities.
- l) Ensure National Societies attend external meetings and share information.

**6. Frequency of Meetings/Mode of Working:**

- DMAG will operate within established Coordination framework in the Region.
- DMAG shall meet monthly. Additional meetings may be held when considered necessary by the Chair or by at least one third of its members.
- Draft agendas shall be distributed a week before each meeting.
- Minutes of meetings shall be shared within 7 working days after each meeting.
- The chair will ensure that minutes of the previous DMAG meetings are circulated to NS senior management and other relevant actors.

**7. Amendment of Terms of reference:**

As a general guideline, the TOR will be reviewed every year and shall be amended when deemed necessary.

**8. Recommendations and decision making:**

The advisory group will make its recommendations and decisions by consensus of the present members when necessary.