

IASC Reference Group on HIV/AIDS in Emergency Setting Workshop on the 2002-03 Plan of Action

John Knox Centre, Geneva
10-11 September 2002

Background Information

Over the last two decades, complex emergencies resulting from conflict and natural disasters have occurred with increasing frequency throughout the world. At the end of 2001 it was estimated that over 70 countries from different regions experienced an emergency situation resulting in over 50 million affected persons world-wide. Many are exposed to conditions of conflict, social instability, poverty and powerlessness that also favour the rapid spread of HIV/AIDS and sexually transmitted infections.

In February 2000 the Working Group of the Inter-Agency Standing Committee (IASC WG) created a Reference Group on HIV/AIDS in Emergency Settings that was chaired by the World Health Organisation. The Reference Group was disbanded in May 2000 after meeting its objectives.

Given the growing interest and activity by agencies and organisations in prevention and care in HIV/AIDS in emergency settings, as well as the need to ensure best practice and co-ordination, the Working Group of the Inter-Agency Standing Committee re-activated the Reference Group on HIV/AIDS in Emergency Settings in March 02. The Reference Group is chaired by WHO, and its membership includes: Civil and Military Alliance (CMA), FAO, The International Centre for Migration and Health (ICMH), ICRC, ICVA, IFRC, IOM, OCHA, UNAIDS, UNDP, UNFPA, UNHCR, UNICEF and WFP.

Since its re-activation in March 02, the Reference Group started the process of revising the “*Guidelines for HIV interventions in emergency settings.*” It also updated the matrix on the main assets role of agencies that work on HIV/AIDS in emergency settings that was first developed in May 2000. To fulfil its mandate outlined in its terms of reference the Reference Group seeks to agree on a detailed plan of action for 2002-2003 by organising a Workshop scheduled for 10-11 September 02.

Purpose of the Workshop

The *purpose* of the workshop:

1. Finalise the Plan of Action for 2002 and 2003 for the IASC Reference Group (RG) on HIV/AIDS in emergencies settings
2. Discuss collaboration and co-operation between agencies and organisations in HIV/AIDS in emergencies settings
3. Create an occasion for all key actors to meet, share information on experience and on-going activities in HIV/AIDS in emergencies.

Aim of the Workshop

The *aim* of the workshop is to develop and elaborate a detailed Plan of Action for 2002 and 2003 for the IASC RG on HIV/AIDS in emergency settings; i.e., “*Identify what we want to achieve and how we will achieve it.*”

Themes of the Discussion Groups

Given that the aim of the Workshop is to produce a plan of action for the IASC Reference Group, the participants are expected to participate in working sessions. The participants will be divided into discussion groups organised by themes.

The themes of the discussion groups are as follows:

1. Capacity Building and Training
2. Essential Package, Guidelines and Dissemination
3. Research and Advocacy

Cross-cutting key topics will be discussed in each discussion group. Topics include co-ordination mechanisms at all levels, linkages with other initiatives, as well as monitoring and evaluation.

Guiding notes will be prepared for the facilitator of each discussion group with input from the members of the IASC RG prior to the meeting. The facilitators will ensure that the key topics in the guiding notes are discussed in the groups.

Organisation of the Workshop

Each discussion group is tasked to discuss its theme and produce the following tangible products:

- ❖ Identify *objectives* within each theme
- ❖ Identify the *expected outcomes / products* for each objective
- ❖ Identify the *activities / necessary action* that must be taken to achieve the expected outcome
- ❖ Identify the *timeframe* of each activity and action, as well as identify by when (timeframe) the outcome or product is expected
- ❖ Identify the intermediary and final *milestones or benchmarks* for each activity that will help to assess whether the expected outcomes and ultimately the objective will be reached (i.e., identify a benchmark that helps to know if we are “on track” to achieve the outcome and objective).
- ❖ Identify who has *responsibility and accountability* for each activity and action, as well as for “pulling the final product together.”
- ❖ Identify the priority *resources needed* (input) that are required to carry out an activity until completion of the expected outcome or product.

Participants

All agencies and organisations that are members of the IASC are welcome to the Workshop. Members and Standing Invitees of the IASC that work on HIV/AIDS in emergency settings and are active members of the Reference Group are strongly encouraged to send up to two participants to the Workshop.

For the sake of effective and efficient management of the Workshop, it is recommended that the total number of participants not exceed 40. To the extent possible, each agency and organisation should ideally send participants with the following profiles:

1. Middle manager, Decision-maker, Policy-maker, Overseer on issues of HIV/AIDS in Emergency Settings
2. Technical Officer, Operational Officer on HIV/AIDS in Emergency Settings