

**WORK PLAN**

 **2015**

The objective of Shelter Cluster Americas is to improve disaster response and preparedness in Latin America and the Caribbean. Shelter Cluster Americas advocates for an integrated response that emphasizes better coordination between stakeholders, relevant and timely information management and improved coherence in responding to sheltering needs in the region. Currently the regional Shelter Cluster Americas group has 41 members who through the implementation of this plan of action assist country level coordination, preparedness and humanitarian response in the shelter sector, in close collaboration with other sectors.

Date: 30 January 2015

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| **OBJECTIVES**  | **OUTPUTS/AGREEMENTS** | **ACTIVITIES** | **AGENCIES** | **PROGRESS** |
| **OBJECTIVE 1:**An improved understanding of the capacities and resources that exist in the shelter sector in the region.  | A mapping of the members of Shelter Cluster Americas and other stakeholders to enable an understanding of their roles and responsibilities. | Document and follow-up on capacities and resources that will be available to the shelter sector and present these at the GSC annual meeting in Geneva. | Anna Pont | The contact list has been revised and disseminated. Presentation of the Shelter Cluster Americas to the annual GSC meeting in 2014. |
| Add new members to the Group when needed to implement agreed upon activities and the work plan. | Maintain contact lists up to date and include new members in the group as relevant.  |
| Coherent information of where there are operational shelter coordination platforms/clusters.  | Provide a list of countries where the coordination platforms/clusters are active and provide membership details.Produce country profiles.Ensure that each country with a coordination platform and/or a current emergency has a separate page on [www.sheltercluster.org](http://www.sheltercluster.org) Invite country clusters to present their work in regional cluster meetings. Maintain the REDLAC inter-cluster group informed of country level activities.  | Neil Bauman, Anna Pont, GSC OCHA |
| Ensure coordination between Shelter Cluster Americas and regional organisations. | Develop linkages with CEPREDENAC and CDEMA | Anna PontPhil Gelman/USAIDISDR |

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| **OBJECTIVE 2:**Country level support  | Coordination support to clusters in Guatemala, Peru, El Salvador, Haiti. | Ensure that clusters have meetings at least 3-4 times a year during ‘peace time’.Ensure that key stakeholders are members and attend meetings and participate in cluster activities.Maintain contact lists.Information management support.Technical assistance.Coordination support.Information dissemination. | AnnaOCHA Country level stakeholders | Anna trained in ERP by OCHA in January.Meetings with OCHA country level staff and contact established with HCTs. |
| Contingency Planning | Support Ecuador in contingency planning for volcanic eruptions.Contingency planning workshops in Jamaica, Turks and Caicos and the Dominican Republic.Arrange a meeting with IOM and OCHA on support to Honduras.Support to Peru on preparedness plans for Lima. Support to HCTs in implementing the IASC Emergency Response Plans (ERPs) |
| Take advantage of existing events and activities to arrange meetings, side events and carry out shelter sector advocacy information collection and dissemination.  | Arrange a cluster meeting in Mexico during the 2nd Regional Forum for Adequate Housing in Monterrey 5-8 of May.Investigate opportunities for advocacy and information collection during events to commemorate the 30th anniversary of the Mexican earthquake. |  |

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| **OBJECTIVE 3:**Promote joint activities with other sectors. | Improved understanding of the relationship between shelter and health. Include ‘fire’ in the typologies of disasters. Joint activities with WASH particularly in the development and implementation of contingency plans.Housing and energy incorporated into the work of the group – reduction in deforestation, fire mitigation, reduction of the cost of fuel.  | Contact OPS/OMS and other agencies responding to health related emergencies to investigate what tools and guidance exists on health and housing/shelter and how these can be adapted and used by the cluster.Develop a guidance document on health and shelter (similar to WASH and shelter).A team to revise tools such as the PHAST and PASSA to determine how these tools could be linked. Contact other sectoral groups/clusters (especially in Chile), OCHA and Amcross to investigate what guidance exists for fires and develop a ‘checklist’ for the shelter sector.Include in the documentation of shelter/housing, how heating and cooking is carried out. Translate into Spanish the GSC “Shelter and WASH matrix” Advocacy with OCHA that fire gets added to the list of disaster typologies. Organise and take part in inter sectoral activities to advance the agenda of the shelter sector and maximise resources.  | Anna PontOPS/OMSIFRCMSFPREDESCARETECHOCDCUniversidad de West IndiesUNICEFOCHA, AmCross, HFH | HFH, CARE, OPS/OMS y WHO sharing their tools and guidance on health and shelter/housing. CDC Atlanta and the Univ. of Trinidad and Tobago have also committed to assisting in the production of guidance for the cluster. Participation of the coordinator in inter- sectoral meetings convened by OCHA. Shelter Cluster Americas arranged a ‘cluster cocktail’ on 19 of January for all OCHA staff in the LAC region for feedback and infomration dissemination. The feedback has been incorporated into this work plan. Amcross has promised to share its guidance related to fire safety and response.  |

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| **OBJECTIVE 4:**Share experience, tools and guidance between shelter stakeholders to ensure timely and relevant technical assistance in a response situation.  | Revision of the IFRC shelter tool kit. Revision of the IFRC-SRU roofing kit.Improved access by shelter practitioners to retrofitting and repair guidelines for use in emergency contexts in the region.Documentation of what has been done in the shelter sector in the region. Examples and clarification of terminology across the region will be placed on Shelterpedia. Disseminate information on the use of Adobe.Generate more discourse on the use of cash in shelter emergencies.  | Share feedback from the region with the Shelter Research Unit/IFRC and the IFRC Shelter department Shelter kit: add duct tape and a list of items that can be included for distribution with the basic tool kit.Work with the Shelter research Unit to contextualise the roofing kit for LAC region.OFDA/USAID will translate the guide FIU/Wall of Wind into Spanish, French and Portuguese.Send the revised Shelterpedia template to the GSC for finalisation. Disseminate foms and upload information.Revise terminology through Google drive or drop box with all key actors in the sector. Ensure that the terminology is compatible with other sectors.Collect and disseminate examples and best practice of the use of adobe. Locate the documentation from the Universidad Católica of Peru of the earthquake of 2007.Arrange presentations on the use of cash in emergencies: CALP, IFRC | Santiago LuengoShelter Research Unit/IFRCPREDESIFRC Shelter dept.IOMHFHCAREUSAID/Florida Uni. Hurricane research Centre,Uni de Trinidad y Tobago,(Anna Pont) | Regional feedback presented to the IFRC SRU and Shelter Department and the GSC. Santiago will lead the group revising and developing the roofing kit.Contact with Maggie Stephenson for a repository of information on Adobe and retrofitting. Roberto (PREDES) will lead the group to revise guidance on adobe and retrofitting.Shelterpedia template revised and sent to the GSC/IOM. IFRC has agreed to present on cash in emergencies to the group. Work to establish links with universitites to assist the regional group is underway – Universidad de San Carlos (Guatemala), Univ de Guadalajara (Mexico), Peru through PREDES and Univ of Trinidad and Tobago. Phil (OFDA) will provide information on OFDA’s work with the Florida Uni. Hurricane Research Centre. |

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| **OBJECTIVE 5:**Promote the use and development of global and regional tools and guidance relevant to the shelter sector.  | The criteria for minimum standards for the LAC region in the shelter sector will be:1.Climate (use 6 principal climate conditions of the 14 identified)2. Urban/rural3. Cultural context 4.Type of event5. Phase of emergency6. Scale and magnitude of the event | Develop discriptions of the types of climate.Organise documentation according to the agreed upon criteria. | Santiago LuengoAnna PontPREDESSergio Castillo: Uni de San CarlosHFH | Sergio (Uni de San Carlos): working on discriptions of climate conditions. Uni. De San Carlos has submitted their work plan in Support of Shelter Cluster Americas. |
| A better understanding of what is considered as incremental shelter/housing in the LAC region. | Mapping and documenting examples of incremental housing highlighting key elements and characteristics.Organise a workshop on incremental housing – highlighting the diversity existing in the region. Include the WASH cluster and the Observatories of indigenous communities in the discourse on incremental shelter/housing.  | GSC, USAID, Medair, GOAL, PREDES, Uni de San Carlos, IOM, IFRC, UNICEF, Observatorios indígenas. | OFDA/USAID and the Uni of San Carlos sharing lessons learnt from their projects on incremental shelter. |
| Greater understanding of tenure security and Housing Land and Property (HLP) issues in the region. | Translate and disseminate guidance and tools on tenure and HLP. Arrange a TOT on the HLP training developed by the GSCConduct the HLP training at least once in Spanish and once in English in the Caribbean in the course of 2015.Presentatios on issues related to tenure security and HLP in the meetings of Shelter Cluster Americas.Maintain active contact with organisations specialized in land, tenure and HLP. Include in our documentation tenure arrangements and examples of solutions during emergency response for families who have lost tenure security.  | Anna Pont Maria Martínez (IFRC),GSC wg on regulatory barriers, USAID, IOM, AmCross | HLP training was carried out in Panama on 2 December 2014.The following documents have been revised, translate and disseminated: HLP: Top 10 for shelter actors.Land Rights and Shelter Construction. The Due Diligence Standard.Land Alliance Inc. has become a member of the group and can provide technical assistance to members. Chemonics has agreed to present the STARR- Project on tenure security.The IFRC and NRC document on Tenure Security and Shelter Projects 2013-14 has been widely circulated to stakeholders in the region. |
| Share guidance and tools related to protection. | Advocate for the prioritisation of the most vulnerable members of communitiesTranslate and disseminate guidance and tools.Unpack the term vulnerable – who are the most vulnerable in the LAC region. | IFRCHfH | We have disseminated guidance on the inclusion of disabled, the aged in programmes and gender guidance and discussed who the most vulnerable are in the region.  |
| Maintain the Redhum and GSC web pages up to date. | Revise, update and maintain the Redhum and GSC web pages relevant. Connect the two web pages and increase the use of Facebook Account of the cluster.  | Anna Pont, OCHA, Neil Bauman | Redhum Shelter page revised with OCHA and CCCM – at regional level there will be a separate page for Shelter and CCCM.Country level pages will be in sheltercluster.orgBoth pages will retain key documents and activities. |

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| **OBJECTIVE 6:**Ensure that sheltering issues are included in humanitarian response mechanisms and plans, contingency planning, assessments and evaluations.  | There is a need to use relevant indicators to improve analysis, monitoring and the evaluation of the quality of the response in the shelter sector.  | More toward thinking about ‘settlement health’ not just household level.Develop livelihood indicator/s that determine that affected populations have the same or improved Access to livelihoods that before the disaster. Determine and produce a documento on what is ‘adequate housing’ in the context of the LAC region and how to measure it, using as a basis the criteria established in the ICESCR: durable, security of tenure, accessability, habitability, cultural adecuacy, affordability, location, availability of services, materials, facilities and infrastructure. Determine key and killer indicators | Neil BaumanSantiago LuengoTechoAnna PontECHOOCHAMario ItzepUNHCRIOM | Santiago, Anna y Neil working on a draft to share. |
| Include relevant indicators for shelter in assessments and evaluations.  | Advocacy and inclusion of the following in assessment methodologies and forms: 1. Identify the roles and responsibilities of men and women at the community level.
2. Greater participation of affected populations (different ages and genders) in assessments and evaluations.
3. Analysis of tenure systems to ensure that interventions do not disadvantage men or women.
4. Consult women of different ages during assessments, planning, implementation, monitoring and evaluations.
 | Anna PontCAREMario ItzepHFH | HFH will share the results of their accountability and advocacy workshop in Costa Rica. |
| Greater focus on the importance of location, construction and materials. | Advocacy and inclusion in technical guidance documents of the importance of location – sites – of shelters/houses and the type, location and accessibility of building materials. This to ensure greater adherence to Sphere standards and/or existing building codes and regulations.  | PREDES |  |
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| **OBJECTIVE 7:**Strengthen the relationship between shelter practitioners and local authorities and civil society for preparedness and response. | Participation of indigenous groups in shelter coordination mechanismsIdentify the hierarchies and structures of local government and community organisation to ensure greater participation and improved accountability.Identify country level coordination mechanisms with central governments.Ensure information in local languages. Involve beneficiaries in all stages of response and preparedness planning.Greater analysis of the effects of urban violence on tenure, shelter and housing needs and response mechanisms. | Ensure that indigenous communities are represented in the cluster/coordination platform in the 11 countries where there is an Observatory of Indigenous Peoples. Translate and disseminate guidance from the IASC and GSC on how to work with local authorities. Work closely with agencies involved in good governance programmes and support to local governmentsLink with Safer Cities and Slum upgrading programmes of UN-HABITAT in LAC.Maintain contacts with the research being carried out by PRIO on urban violence. Provide a platform for discourse on violence and shelter/housing.Circulate guidance on relationships between local authorities, central government and indigenous or other ethic/religious/cultural groups at country level. | Anna Pont Mario Itzep Josue Gastelbundo,Observatories of Indigenous Peoples, Coordinators of country level clusters  | Observatorio Indígena of Guatemala has become a member of the cluster in Guatemala and of Shelter Cluster Americas. Mario (Ob. Indígena) producing a plan of action to increase the participation of indigenous communities.Participation in the research on urban violence carried out by PRIO OCHA translating guidance |