GUIDANCE NOTE ON RATIONALIZED PRIORITIES FOR CCCM AND SHELTER/NFI CLUSTERS

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CCCM CLUSTER
North-West Syria

NW SYRIA X-BORDER
SHELTER/NFI CLUSTER
Coordinating Humanitarian Shelter and Settlements

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INTRODUCTION

This document provides clear guidance on the key areas of focus and responsibilities for the CCCM and Shelter/NFI clusters in the humanitarian response in IDP camps across Northwest Syria for 2024 and 2025.

The document aims to inform NGO partners, donors, and communities about the specific responsibilities of the CCCM and Shelter/NFI clusters. It highlights the importance of coordinated efforts in delivering services in the IDP camps, in alignment with the updated CCCM and SNFI (2024/5) Cluster strategies for IDPs and affected populations.

The purpose of this document is to strengthen the collaboration between the CCCM/Shelter/NFI clusters, optimize the use of resources, and promote community involvement in the delivery of humanitarian assistance, particularly given the funding constraints.
The document discusses the priority areas of focus under each cluster and provides recommended approaches for adoption and implementation during the mentioned period.

Areas of Responsibility

- Applies to internally displaced persons (IDPs) residing in sites/camps or settlements.
- Setting up and establishing new reception centers, IDP sites, or camps for specific interventions in response to new internal displacements.
- Managing and coordinating humanitarian services in existing IDP sites/camps or reception facilities that currently house IDPs.
- Improving, expanding, or rehabilitating IDP sites in response to a significant increase in population or natural disasters/incidents (such as floods, fires, and storms) that affect a large population.
- Conducting joint assessments of IDP sites/locations with high and medium levels of needs

Implementation Approaches

- Adopting a community-led approach.
- Conducting joint CCCM and SNFI analysis and prioritization of sites/responses.
- Implementing integrated CCCM/SNFI interventions in targeted sites

Key Activities	Approach	Recommendations
1. Site monitoring, Assessments, coordination of assistance delivery.	The prioritization of activities is based on adopting ISIMM (IDP Sites Intergrated Monitoring Matrix) and ISIMM Plus reports.	The CCCM/Shelter and NFIs clusters to review key site indicators for the percentage of needs coverage in terms of shelter, NFIs, and infrastructure. ISIMM Plus shall provide information on the following: - • Whether road, drainage, sewage, water, and lighting networks have been established (Yes/No) at a 20% maximum score per indicator. • Water, School, Health Centers: Distance between service points (Kms) from the furthest HH. This is vital for prioritization of sites and installations. • The frequency of NFI distributions (monthly, as per ISIMM) will indicate the NFI status. • Tent replacements should be updated through ISIMM Plus. Additionally, the age of tents shall be further disaggregated beyond the current categorization of 1 year or less for better prioritization purposes.

Key Activities	Approach	Recommendations
2. Gap Analysis, Incidence and needs reporting, referrals for responses.	4Ws updates and ISIMM Reporting tool (population displacement monitoring and multi-sectoral humanitarian response tracking to incidences)	It is recommended that CCCM/NFI partners to operationalize the Standard Operating Procedure (SOP) for response tracking and reporting. This should involve using the existing ISIMM data on organization presence in the sites and establishing a system where the sector partner present in a specific location takes responsibility as the first responder to incidents in formal camps (managed camps). For self-managed and independent/informal camps, it is important to avoid creating unnecessary dependencies on humanitarian aid, and this should be taken into consideration when setting up the system. **Note:** According to the CCCM ISIMM plus report of October 2023, more than 80% of IDP camps in NWS (Northwest Syria) are self-settled.

Key Activities	Approach	Recommendations
3. Communication with IDPs, host community, and other stakeholders as regular, appropriate, and relevant on need and services access and availability	Joint community messaging with SNFI Cluster	Develop joint SNFI/CCCM messaging on preparedness and seasonal response, advocating for the affected population during winter, floods, storms, and heatwaves.
4. Camp Maintenance and improvement to ensure minimum living, safety, and hygiene standards are met.	Adopt a community driven (led) approach- with relevant skills developed to manage own services: NGO partners to facilitate gradual/deliberate shift from current direct contractual arrangements	**CCCM cluster:** Ensure that established site infrastructure, such as roads, water, sewer, drainage, lighting, and communal facilities, are maintained and improved through community-led initiatives. **Shelter, NFI cluster:** In coordination with CCCM, ensure that the exit strategy for establishing new sites takes the above factors into consideration. This includes IDP sites and reception centers.
5. Monitoring camp standards, overcrowding, monitoring HLP access monitoring	ISIMM Plus biannual assessments and reports.	Based on the ISIMM Plus report, it is recommended that the CCCM, Shelter, and NFI clusters collaborate to analyze and prioritize sites for improved living conditions, including dignified shelter. It is important to establish baselines for this process.

Key Activities	Approach	Recommendations
1. Repair of tents		Preference should be on tent replacement and not tent repair.
2. Installation of new/ replacement of existing tents	In-kind approach: Ensure that beneficiaries receive fully installed tents, avoiding incomplete deliveries.	Refer to ISIMM Plus data on these need for replacement and incidence reporting tools. Update ISIMM Plus to indicate disaggregated age of tents for better prioritization.
3. Distribution/ installation of emergency shelter kits/ materials.	In-kind: Internal tent insulation parts. Ensure that complete units are delivered to beneficiaries and installed properly.	Utilize incidence reporting tools such as CCCM Cluster's ISIMM and Incidence reporting for response.
4. Rehabilitation/ adaptation of collective centers.	In-kind	Initial/New Site/camp setup will be undertaken by SNFI Cluster, while maintenance and ongoing improvements will be handled by CCCM Cluster.
5. Installation and/ or construction of temporary transitional shelters.	Dignified Shelter Approach	Utilize the ISIMM Plus data to collaboratively prioritize and establish the baseline.
6. Implementation of site level improvements/ infrastructure	• For substantial costs or overhauls, adapt a project-based approach. • For small-scale maintenance and repairs, pursuing a community-led approach.	• Based on a joint analysis from ISIMM Plus on the infrastructure status, substantial works requiring a project-based approach to be undertaken by SNFI Cluster. • For already established infrastructure, maintenance should be done through by CCCM Cluster by pursuing a community-driven approaches.

Key Activities	Approach	Recommendations
7. Implementation of HH level improvements	Hybrid- contractual and community led approaches.	**Establishment of a new site or major site extension:** This task will be carried out by the S/NFI Cluster and should include all necessary components, such as site leveling, tent base leveling, and preparation for the establishment of the new site. Whenever possible, make use of community-based initiatives for tent leveling and installation components to take advantage of cost reductions. _ **In existing sites:** • Approach it as a comprehensive intervention by the CCCM/SNFI Cluster through community-driven approaches. **Implementation:** • It should be conducted by a partner who is actively involved in both CCCM and Shelter/NFI. • The SNFI component should provide technical guidance on tent insulation, while the CCCM Cluster component should involve mobilization, training, and material assistance to support community engagement as a Site Management function.