Introduction

The Government of Pakistan (GoP), in partnership with the Humanitarian Coordinator in Pakistan, is responsible for leading and ensuring the adequacy, coherence and effectiveness of the overall humanitarian response. The aim of the cluster approach is to ensure coherent and effective response through the mobilization of government agencies, international organizations, UN Agencies, Programmes and Funds, and NGOs to respond in a strategic manner across all key areas of activity related to response in emergency situations and preparedness.

I- Objectives

1. Provide a national and sub-national coordination forum in which all relevant organisations can work together and in support of the GoP to address education related issues in the current and any potential future emergency;

2. Ensure the development of a comprehensive program of activities related to emergency education across planning and strategy development, application of standards, preparedness, capacity building, emergency response through to rehabilitation and recovery, monitoring and evaluation, and policy and advocacy;

3. Strengthen the education sector’s contribution to integrated humanitarian responses, including targeting those most at risk, addressing root causes of vulnerability and accelerating recovery, giving due attention to priority cross-cutting issues (diversity/inclusiveness, gender, HIV/AIDS and human rights).

II- Responsibilities/ Scope of work

a) In Emergency Scenarios, the Cluster will focus on the following:

Co-ordinate member agencies in providing a rapid and effective holistic response to education-related needs of children and young people resulting from major emergencies as they arise, in collaboration with the relevant state authorities.

- Preparing CAP/ PHRP documents in consultation with the cluster members ensuring inclusion of all key stakeholders in the funding process.

- Provide an effective platform for advocacy and resource mobilization by identifying advocacy needs, resource requirements, access to key donors and to advocate with donors to fund humanitarian actors that carry out priority activities.

- Application of participatory and community based approaches in needs assessments, analysis, planning, monitoring and response.
- Ensure active community participation in emergency education response programs, including local and religious leaders, children and young people, women and other especially vulnerable groups.

Implement systems for monitoring and evaluation based on commonly agreed indicators, and effective information sharing between partners at all levels, including other relevant clusters and their leads and the ICCG.

b. In All Scenarios, the Cluster will focus on the following:

Preparedness
1) Strengthen education in Disaster Risk Reduction (DRR) efforts and Emergency Preparedness Planning (EPP) of the GOP, including support for inter-ministry coordination, adequate budget provision, policy development and capacity building, safe and secure learning environment and emergency education curriculum development.

2) Support MoE’s contingency stocks management (i.e. pre-positioning of emergency education supplies).

3) Develop and review work plans for the cluster and its members in line with these TORs.

4) Undertake gap analysis of the sector’s preparedness and develop an EPP for the cluster and its members, including appropriate performance indicators, to ensure adequate preparedness and response within the emergency education sector.

Capacity building
1) Promote/support training of staff and capacity building of national and local authorities, NGOs and other civil society partners to help Pakistan build back education systems better after an emergency, in line with the progression from humanitarian response through reconstruction and on to development. This will include accessing and disseminating relevant tools and resources from the global education cluster.

2) Promote/support the application of internationally recognised standards of good practices in emergency education preparedness and response, i.e. INEE Minimum Standards for Education in Emergencies, Chronic Crises and Early Recovery, consistent with education policy framework and established institutional structures of the GoP.

Advocacy and Resource Mobilization
1) Identify and develop a program to address core advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the HCT and other actors; advocate for donors to fund humanitarian actors to carry out priority activities in the education sector, while at the same
time encouraging cluster members to mobilize resources for their activities through their usual channels.

2) Advocate for *active community participation* in all phases of emergency education programs, including local leaders, religious groups, children and young people, women and other especially vulnerable groups.

3) *Identify and respond to financial issues related to emergency education*, including awareness of and liaison with funding bodies with an interest in the sector, identification of potential funding shortfalls and advocacy for the increased funding for all aspects of emergency education in PAK.

**Information management**

1) Support the *incorporation of emergency education standards and dimensions within the MoE’s Education Management Information System (EMIS)*.

2) Develop systems for monitoring and evaluation based on commonly agreed indicators, and *effective information sharing* between partners at all levels and in all districts, including other relevant clusters and their leads and the ICCG.

3) Engage in *periodic reviews*, covering response programs (if any), preparedness efforts, and capacity building programs and document good/best practice in the sector.

**Coordination**

1) Appoint a focal point to liaise with and alert the Protection Cluster to any protection concerns which arise regarding education.

2) Appoint a focal point to liaise with the WASH cluster and the Gender sub cluster to highlight issues related to education

**IV. Members**

a) **Government Lead/International Lead**

The government lead of the emergency education cluster is the Ministry of Education. The international co-leads of the cluster are UNICEF and Save the Children

b) **Co-chairing arrangements**

Wherever possible, the meetings will be Co-chaired between designated representatives of the Ministry of Education and the International Cluster Co-Leads.

Co-chairs shall be responsible for facilitating meetings. Co-chairs and Cluster Co-leads shall be responsible for representing the Cluster membership at the ICCG and, upon request, at the HCT-PAK levels.

c) **Membership**
Membership will be as inclusive as possible, on a voluntary and self-nominated basis, and will be comprised, among others, of the following:

(a) Government bodies or agencies: Ministry of Education (co-lead); Ministry of Social Welfare; National Disaster Management Authority; Ministry for Youth and Sports
(b) National and international NGOs and agencies, including relevant donors: Muslim Aid, Help in Need, Youth Resource Center, CARE International, Oxfam, Action Aid, World Vision, Save the Children (co-lead); DFID, EKN, CIDA, USAID
(c) Relevant UN and related agencies: UNICEF (co-lead), UNESCO, UNHabitat, UNHCR and WFP
(d) The Red Cross Movement – International Committee of the Red Cross (ICRC) (as an observer); the PRCS (Pakistan Red Crescent Society) and International Federation of Red Cross Societies (IFRC).
(e) Provisions could also be made within the Cluster for those actors who may wish to participate as observers, mainly for information-sharing purposes or have limited participation relative, for example, to a particular relative geographical location or type of disaster.

Membership of the cluster assumes an active participation in the development and review of cluster programs, and involvement in relevant capacity building events.

V. Secretariat

Secretariat support for the Emergency Education Cluster meetings will be provided by Cluster Co-Leads and Ministry of Education designated Cluster representative. Hard copies and e-copies of meeting agenda, minutes and relevant documents will be circulated by the Secretariat as soon as possible. Members are encouraged to contribute agenda items before scheduled meetings. The Secretariat arrangement may change overtime. Meetings will take place in both English and Urdu and interpretation will be provided.

VI. Frequency of meetings

The workload and hence the meeting schedule of the cluster will vary, depending on the requirement to develop plans and programs, undertake training, implement programs and perform reviews. It is anticipated that the cluster would meet at least once per quarter, with more frequent meetings to be arranged as agreed.

VII. Relationship with ICCG & Reporting

The Cluster is to report to the ICCG through periodic reports, which should be presented at least once per quarter in non-emergency situation. The lead/co-leads as well as the Government co-chair are to participate in the ICCG meetings. The frequency of the ICCG meetings will depend on the circumstances (emergency/non-emergency situation) but at
least once a month. Furthermore, participation of additional NGOs representatives in the ICCG shall be based on active involvement in the humanitarian response and reviewed periodically as the situation evolves.

VIII. Amendments to the TORS

These Terms of Reference will be periodically reviewed, particularly if there is a change in the situation on the ground, with a view to their modification or amendment.