

Cluster Description

This questionnaire will take around 20 minutes to complete

The Cluster Description Form is part of a set of 2 forms to be filled by cluster coordinators, and aims at providing a detailed description of the cluster structure and processes. It provides essential background information on the cluster and is complemented by the Cluster Performance Assessment, through which cluster coordinators (and similarly partners) will assess and monitor the performance of the cluster in achieving its 6 core functions, as determined by the IASC.

0. General information

0.0 Description of respondent

1 [0.1]Date: *

2 [0.2]Which country are you working in*? *

- Afghanistan
- Aland Islands
- Albania
- Algeria
- American Samoa
- Andorra
- Angola
- Anguilla
- Antigua and Barbuda
- Argentina
- Armenia
- Aruba
- Australia
- Austria
- Azerbaijan
- Bahamas
- Bahrain

- Bangladesh
- Barbados
- Belarus
- Belgium
- Belize
- Benin
- Bermuda
- Bhutan
- Bolivia (Plurinational State of)
- Bonaire, Saint Eustatius and Saba
- Bosnia and Herzegovina
- Botswana
- Brazil
- British Virgin Islands
- Brunei Darussalam
- Bulgaria
- Burkina Faso
- Burundi
- Cambodia
- Cameroon
- Canada
- Cape Verde
- Cayman Islands
- Central African Republic
- Chad
- Channel Islands
- Chile
- China
- China, Hong Kong Special Administrative Region
- China, Macao Special Administrative Region
- Colombia
- Comoros
- Congo
- Cook Islands
- Costa Rica
- Côte d'Ivoire
- Croatia
- Cuba
- Curaçao

- Cyprus
- Czech Republic
- Democratic People's Republic of Korea
- Democratic Republic of the Congo
- Denmark
- Djibouti
- Dominica
- Dominican Republic
- Ecuador
- Egypt
- El Salvador
- Equatorial Guinea
- Eritrea
- Estonia
- Ethiopia
- Faeroe Islands
- Falkland Islands (Malvinas)
- Fiji
- Finland
- France
- French Guiana
- French Polynesia
- Gabon
- Gambia
- Georgia
- Germany
- Ghana
- Gibraltar
- Greece
- Greenland
- Grenada
- Guadeloupe
- Guam
- Guatemala
- Guernsey
- Guinea
- Guinea-Bissau
- Guyana
- Haiti

- Holy See
- Honduras
- Hungary
- Iceland
- India
- Indonesia
- Iran (Islamic Republic of)
- Iraq
- Ireland
- Isle of Man
- Israel
- Italy
- Jamaica
- Japan
- Jersey
- Jordan
- Kazakhstan
- Kenya
- Kiribati
- Kuwait
- Kyrgyzstan
- Lao People's Democratic Republic
- Latvia
- Lebanon
- Lesotho
- Liberia
- Libya
- Liechtenstein
- Lithuania
- Luxembourg
- Madagascar
- Malawi
- Malaysia
- Maldives
- Mali
- Malta
- Marshall Islands
- Martinique
- Mauritania

- Mauritius
- Mayotte
- Mexico
- Micronesia (Federated States of)
- Monaco
- Mongolia
- Montenegro
- Montserrat
- Morocco
- Mozambique
- Myanmar
- Namibia
- Nauru
- Nepal
- Netherlands
- New Caledonia
- New Zealand
- Nicaragua
- Niger
- Nigeria
- Niue
- Norfolk Island
- Northern Mariana Islands
- Norway
- Occupied Palestinian Territory
- Oman
- Pakistan
- Palau
- Panama
- Papua New Guinea
- Paraguay
- Peru
- Philippines
- Pitcairn
- Poland
- Portugal
- Puerto Rico
- Qatar
- Republic of Korea

- Republic of Moldova
- Réunion
- Romania
- Russian Federation
- Rwanda
- Saint-Barthélemy
- Saint Helena
- Saint Kitts and Nevis
- Saint Lucia
- Saint-Martin (French part)
- Saint Pierre and Miquelon
- Saint Vincent and the Grenadines
- Samoa
- San Marino
- Sao Tome and Principe
- Sark
- Saudi Arabia
- Senegal
- Serbia
- Seychelles
- Sierra Leone
- Singapore
- Sint Maarten (Dutch part)
- Slovakia
- Slovenia
- Solomon Islands
- Somalia
- South Africa
- South Sudan
- Spain
- Sri Lanka
- Sudan
- Suriname
- Svalbard and Jan Mayen Islands
- Swaziland
- Sweden
- Switzerland
- Syrian Arab Republic
- Tajikistan

- Thailand
- The former Yugoslav Republic of Macedonia
- Timor-Leste
- Togo
- Tokelau
- Tonga
- Trinidad and Tobago
- Tunisia
- Turkey
- Turkmenistan
- Turks and Caicos Islands
- Tuvalu
- Uganda
- Ukraine
- United Arab Emirates
- United Kingdom of Great Britain and Northern Ireland
- United Republic of Tanzania
- United States of America
- United States Virgin Islands
- Uruguay
- Uzbekistan
- Vanuatu
- Venezuela (Bolivarian Republic of)
- Viet Nam
- Wallis and Futuna Islands
- Western Sahara
- Yemen
- Zambia
- Zimbabwe

*in cases where the cluster is supporting a country remotely, this question refers to the country supported by the _____ cluster

3 [0.3] Do you lead the cluster at? *

- National level
- Sub-national level

4 [0.4]Please provide the name of the sub-national level? *

Country - Subnational Level

1. Establishment of the cluster

5 [1.1] Was the cluster formally activated*? *

- Not formally activated
- Formally activated
- Do not know

*A formal letter from the Emergency Relief Coordinator has established the cluster

6 [1.2] Please mention the date of cluster activation:

7 [1.3] Is the cluster integrated into the national coordination structure? *

- Yes
- No
- Do not know

8 [1.4] Which organization/ministry has been appointed to lead the cluster? *

9 [1.5]Has an organization/ministry been appointed to co-lead the cluster? *

- Yes
- No
- Do not know

10 [1.6]Which organization/ministry has been appointed to co-lead the cluster? *

2. Cluster coordinator

11 [2.1]How many cluster coordinators are currently assigned at the location for which this questionnaire is completed, i.e. national, sub-national? *

- 1
- 2

12 [2.2]Which organization do you work for (cluster coordinator 1)? *

13 [2.3]What are your working modalities (cluster coordinator 1)? *

- Full-time
- Part-time
- Do not know

14 [2.4]What are your other duties (cluster coordinator 1)? *

15 [2.5]Have you attended the cluster coordination training (cluster coordinator 1)? *

- Yes
- No

16 [2.6]Which organization do you work for (cluster coordinator 2)?

17 [2.7]What are your working modalities (cluster coordinator 2)? *

- Full-time
- Part-time
- Do not know

18 [2.8]What are your other duties (cluster coordinator 2)? *

19 [2.9]Have you attended the cluster coordination training (cluster coordinator 2)? *

- Yes
- No

3. Cluster management

20 [3.1] In addition to the cluster coordinator(s), how many staff currently support the cluster functions at your location*? *

- 0
- 1
- 2
- 3
- 4
- 5

*staff supporting the functional areas of the cluster, such as information management, communication; does not include routine administrative and logistic support from the lead agency

21 [3.11] Which organization does he/she belong to (support staff 1)? *

22 [3.12] What kind of support is he/she providing (support staff 1)? *

23 [3.13]What is his/her working modality (support staff 1)? *

Full-time

Part-time

24 [3.14]Which organization does he/she belong to (support staff 2)? *

25 [3.15]What kind of support is he/she providing (support staff 2)? *

26 [3.16]What is his/her working modality (support staff 2)? *

Full-time

Part-time

27 [3.17]Which organization does he/she belong to (support staff 3)? *

28 [3.18]What kind of support is he/she providing (support staff 3)? *

29 [3.19]What is his/her working modality (support staff 3)? *

- Full-time
 Part-time

30 [3.20]Which organization does he/she belong to (support staff 4)? *

31 [3.21]What kind of support is he/she providing (support staff 4)? *

32 [3.22]What is his/her working modality (support staff 4)? *

- Full-time
- Part-time

33 [3.23]Which organization does he/she belong to (support staff 5)? *

34 [3.24]What kind of support is he/she providing (support staff 5)? *

35 [3.25]What is his/her working modality (support staff 5)? *

- Full-time
- Part-time

36 [3.26]Does a Strategic Advisory Group or equivalent* currently exist? *

- Yes
- No
- Do not know

37 [3.27]What are the topics addressed by this group? *

38 [3.28]Please list the organizations belonging to this group: *

39 [3.29]How many Technical Working Groups currently exist? *

- 0
- 1
- 2
- 3
- 4
- 5

40 [3.30]Please provide the name of Technical Working Group1: *

41 [3.31]What are the topics addressed by TWG 1? *

42 [3.32]Please list the organizations belonging to TWG 1 and mark with an * those that are leading it: *

43 [3.33]Please provide the name of Technical Working Group 2: *

44 [3.34]What are the topics addressed by TWG 2? *

45 [3.35]Please list the organizations belonging to TWG 2 and mark with an * those that are leading it: *

46 [3.36]Please provide the name of Technical Working Group 3: *

47 [3.37]What are the topics addressed by TWG 3? *

48 [3.38]Please list the organizations belonging to TWG 3 and mark with an * those that are leading it : *

49 [3.39]Please provide the name of Technical Working Group 4: *

50 [3.40]What are the topics addressed by TWG 4? *

51 [3.41]Please list the organizations belonging to TWG 4 and mark with an * those that are leading it: *

52 [3.42]Please provide the name of Technical Working Group 5: *

53 [3.43]What are the topics addressed by TWG 5? *

54 [3.44]Please list the organizations belonging to TWG 5 and mark with an * those that are leading it: *

55 [3.45] In the last 6 months were there identified focal points participating in the cluster for the following cross-cutting issues? *

Please choose all that apply:

- Age
- Gender
- Diversity (other than age and gender)
- Human Rights
- Protection, including sexual and gender based violence
- Environment
- HIV/AIDS
- Disability
- None of the above
- Do not know

56 [3.46] In the last 6 months, have cluster meetings been chaired/co-chaired by: *

Please choose all that apply:

- Cluster lead organization
- Co-lead organization
- Government
- Other partners
- Do not know

4. Cluster participants

57 [4.1] How many organizations are currently participating in the cluster, i.e. partners and observers?

International NGOs	<input type="text"/>
National NGOs	<input type="text"/>
UN Agencies	<input type="text"/>
National Authorities	<input type="text"/>
Donors	<input type="text"/>
Other	<input type="text"/>

58 [4.2] Please provide the names of these organizations and mark with an * those that have observer status *

Please write your answer here:

6. Communication

60 [6.1]Cluster information is shared on*:

* for webpages and sites please provide a link in the appropriate textbox *

Please choose all that apply and provide a comment:

Cluster specific website

Cluster specific webpage on an
inter-agency website

Other

None of the above

*for a webpage or site please provide a link in the appropriate textbox

7. Other information

61 [7.1] Please enter below any further comments/clarifications you might have about the general description of the cluster:

Thank you very much for taking the time to complete/update the Cluster Description Form. These inputs will provide essential background information to the overall assessment.

You should now complete/update your Cluster Performance Assessment by following the appropriate link.