



YEMEN FOOD SECURITY & AGRICULTURE CLUSTER

Terms of Reference for the Emergency Agriculture Working Group in Yemen. Effective November 2023.

1. Background

The protracted nature of the food crisis in Yemen is characterized by interlocking vulnerabilities and compounding factors including conflict, displacement of populations, economic instability, currency fluctuations, rising food prices, climate change hazards and sub-optimal access to basic services. Thus, an estimated 17 million people in Yemen (50% of the total population) are likely to be food insecure (IPC phase 3 and above).

2. The Purpose

Supporting agriculture is vital in addressing food insecurity and promoting resilience in Yemen, where it serves as a primary livelihood for many people. The Emergency Agriculture Working Group (EA WG) plays a crucial role in sharing expertise and

providing a technical guidance to implement agricultural interventions that enhance food production and mitigate the impact of the crisis on agricultural livelihoods.

The primary objective of the Emergency EA WG within the Food Security and Agriculture Cluster (FSAC) is to establish a platform for members to engage in discussions regarding agricultural responses in the context of Yemen humanitarian crisis. The EA WG aims to advocate for the inclusion of agriculture-related needs, as well as share technical guidelines to enhance the effectiveness and timeliness of agricultural responses will work to ensure that emergency agricultural assistance effectively addresses the needs of vulnerable and affected populations, including the most marginalized groups in the specific context (e.g. women, children, Internal displaced persons, people with disabilities and marginalized communities). The EA WG will bring together relevant stakeholders, including government institutions, UN Agencies, non-governmental organizations (NGOs), humanitarian actors, and other key partners, to ensure a coherent and effective response to improve emergency agriculture interventions and address critical challenges in the agriculture response.

3. Main Tasks of the Emergency Agriculture Working Group

- Develop the emergency agriculture, livestock and fisheries kits, based on the current and evolving context for each livelihood zone.
- Develop the costing of emergency agriculture, livestock and fisheries kits in each of the livelihood zones. Price ranges will be developed in consideration of the likely evolution over the year (key drivers: seasonality, market trends, other). Price ranges will be captured in both USD and Yemeni Rial per Area of Control.
- Develop the emergency agriculture response vulnerability and targeting criteria for each activity (agriculture, livestock and fisheries support activities).

- Develop the implementation, monitoring and evaluation framework guidance for emergency agriculture assistance.
- Develop orientation material to improve technical capacities for designing, implementing, monitoring emergency agriculture interventions.
- Develop emergency agriculture advocacy strategies to address critical challenges in the response.
- Share best practices, lessons learned and successes stories related to emergency agriculture interventions to foster knowledge sharing and encourage the adoption of effective approaches.
- Provide technical support and guidance to partners engaged in implementation of emergency agriculture activities while adapting them to the specific context of each livelihood zone.
- Identify area where capacity building needs to build across partners.
- Facilitate dialogue and establish agreement on suitable agricultural activities, modalities, shared methods, and communicate ongoing and planned agriculture-based responses by the partners.
- Develop the main tools related to agriculture, such as needs assessment and other relevant tools for effective EA response.

4. Membership

- Membership is open to all humanitarian organizations with completed, planned, or ongoing activities for agriculture-related activities. This includes UN agencies, International Organizations, Local/National Organizations, representatives of relevant technical line Ministries and donors.
- Relevant Technical Line Ministries (MAI, MoPIC, MoF, MoAIFW, FSTS, other); Humanitarian Organizations (UN agencies, local / national / international NGOs/ICRC) with agriculture expertise are encouraged to participate.

5. Leadership

- At the National Level, the EA WG will be chaired by the FSAC Food Security Specialist with the NGO Co-Chair.
- At the sub-national level, the EA WG will be chaired by the FSAC sub-national Coordinator with the FSAC NGO-Co-Chairs.

6. Tasks of the Chair and Co-Chair

6.1. National Level

- Develop an action plan for the EA WG, including deliverables and clear contributions from partner organizations.
- Organize and chair the EA WG meetings and facilitate inclusive discussions at national level.
- Ensure the working group is well-managed and results-oriented, communicating decisions to relevant partners and stakeholders.
- Ensure that meetings are managed in line with the Principles of Partnership.
- Facilitate agreement on an efficient division of labor and the assignment of responsibilities amongst members, which takes account of their comparative advantages and complementarities.
- Provide a comprehensive analysis of the emergency agriculture needs, response and gaps using available data and reports.
- Develop the implementation, monitoring, and reporting part of the EA Guideline.
- Facilitate the finalization and endorsement of EA guidance through national FSAC meetings.
- Develop awareness/orientation materials for new EA guidelines developed.
- Promote synergies with other working groups (e.g., FSAL WG, ELA WG, AAP WG, Cash & Market WG) and other actors active in complementary sectors at national level.

6.2. Hub Level

- Execute the overall responsibilities specified in the Terms of Reference (TOR) to achieve the desired outcomes and overarching objectives of the Emergency Agriculture Working Group.
- Organize and chair the EA WG meetings and facilitate inclusive discussions at hub level.
- Ensure the working group is well-managed and results-oriented, communicating decisions to relevant partners and stakeholders.
- Ensure that meetings are managed in line with the Principles of Partnership.
- Facilitate agreement on an efficient division of labor and the assignment of responsibilities amongst members, which takes account of their comparative advantages and complementarities.
- Ensuring key information is timely shared with the chair of the National EA WG.
- Update the agricultural, livestock, and fisheries kits contents - and the related costing - and share with the national coordination team according to the agreed work plan.
- Follow up on important decisions and action points agreed in the meetings to ensure effective implementation.

7. Tasks of the Members

- Each partner/member of the EA WG will appoint a dedicated focal point from their organization/agency. This focal point will facilitate effective communication and ensure maximum participation in WG meetings and activities.
- Attend meetings and sharing information, best practices, lessons learnt, findings from assessments/monitoring / evaluations useful for the development of the EA Guidelines.

- Contribute to the agenda and action point of the meetings; and update the working group on specific area of concerns/unmet needs.
- Contribute to the development of the EA Guidelines, notably the composition of the agricultural, livestock and fisheries kits and the related costing.
- Once validated, disseminate the revised EA Guidelines within their organizations and facilitate awareness among relevant staff.
- Participate regularly and meaningfully at working group meetings, to the degree possible by the same individual(s) and with an appropriate level of technical knowledge.

8. Meetings and Reporting

- The EA WG will hold once a month hybrid meeting (physical and online meetings) at both national and hub level. However, physical meetings are encouraged. The group will maintain minutes of the meetings which will be uploaded to the FSAC website. The group will prepare bi-monthly reports on the activities and achievements of the working group.
- The meeting minutes will be prepared by the Chairperson as soon as possible after the meeting (within a maximum of one week). The minutes will be circulated to members for information, and approval via email and/or at the next meeting.

9. Duration

The EA WG will operate for a period of 6 months (November 2023 to April 2024) after which the ToR will be reviewed as per agreed deliverables. The working group's duration may be extended or renewed based on the evolving context and needs.

10. Expected Deliverables

- Endorsed Updated Emergency Agriculture Guideline detailing:
 - Agriculture kits contents.
 - Prices in USD/YER per Aoc.
 - Targeting Vulnerability Criteria.
 - Implementation framework (including home gardening, nutrition awareness and cash plus approach).
 - Monitoring and reporting frameworks.
 - Mainstreaming Accountability to Affected People.
- Orientation material for the updated guidance.
- Data collection tools for needs assessment and other relevant tools for effective EA response.



FSAC Yemen

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<https://fscluster.org/yemen>