WORK PLAN 2023			Jan-23				Feb-23				Mar-23				Apr-23				May-23				Jun-23				Jul-23				Aug-23				Sep-23				Oct-23				Nov-23				Dec-23			
			W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4
Output 1: Coordination																																																		
1.1	1.1.1	Preparing and holding FSAC national meetings (1 / month). Agenda and MoM to be shared, reviewed, validated and made available through the FSAC website																																																	
	1.1.2	Preparing and holding FSAC sub-national meetings (1 / sub-national cluster / month). Agenda and MoM to be shared, reviewed, validated and made available through the FSAC website																																																	
	1.1.3	Preparing and holding FSAC Technical Working Group (TWG) meetings(MFB,LTWG,AAP). Agenda and MoM to be shared, reviewed, validated and made available through the FSAC website																																																	
	1.1.4	Monthly meetings between FSAC National and sub-national coordination teams held																																																	
	1.1.5	Taking part and contributing to ICCM, HCT and any other relevant meetings at national level																																																	
	1.1.6	Taking part and contributing to ICWG, RCT and any other relevant meetings at sub-national level																																																	
	1.1.7	Updating the FSAC SAG ToR and Reactivating FSAC SAG																																																	
	1.1.8	Preparing and holding FSAC SAG meetings (1 / quarter). Agenda and MoM to be shared, reviewed, validated and made available through the FSAC website																																																	
	1.1.9	Preparing and holding meetings with CLAs (1 / two months)																																																	
	1.1.10	Preparing and holding bilateral meetings with partners at national and sub-national level																																																	
1.2	1.2.1	Enhancing coordination with IRG and SBA in Aden and Sana'a, aiming at ensuring a more regular participation to FSAC meetings and contribution to key activities (both coordination and IM)																																																	
	1.2.2	Managing interactions with Local Authorities at sub-national level, aiming at facilitating the implementation of FSAC programmes																																																	
	1.2.3	Preparing and holding presentations (1 / semester) in Aden and Sana'a, to share FSAC key info & achievements with IRG and SBA representatives																																																	
1.3	1.3.1	Preparing and holding meetings with donors																																																	
	1.3.2	Providing donors with requested information & analyses. Increasing their participation to FSAC meetings / key activities																																																	
	1.3.3	Contributing to the 2023 YFH allocations by designing FSAC strategies and leading the strategical and technical review committees																																																	
1.4	1.4.1	Taking part and contributing to Nut, WASH, Health, NFI / Shelter Cluster meetings at national and sub-national levels.																																																	
	1.4.2	Promoting and contributing to inter-sectoral approaches/initiatives such as the IFRR																																																	
	1.4.3	Undertaking Annual FSAC Cluster Coordination and Performance Monitoring Exercise																																																	
Output 2: Information Management (IM), Communication and Advocacy																																																	
2.1	2.1.1	Updating contact lists at national and sub-national levels																																																	
	2.1.2	Collecting relevant docs and updating the FSAC website																																																	
2.2	2.2.1	Collecting info through the FSAC 5W and submitting to OCHA																																																	
	2.2.2	Collect FSAC partners quaterly planning information and incorporate in FSAC online.																																																	
	2.2.3	Monitoring the FSAC 2022 HRP indicators																																																	
	2.2.4	Designing and making FSAC IM dashboards available on the FSAC website																																																	
	2.2.5	Designing and making FSAC quarterly bulletins available on the FSAC website																																																	
2.3	2.3.1	Developing and disseminating FSAC monthly newsletters																																																	
	2.3.2	Developing and disseminating advocacy products, according to the evolution of the humanitarian crisis																																																	
Output 3: Guidelines and Tools																																																	
3.1	3.1.1	Reviewing and updating the FSAC UCT Guidelines																																																	
	3.1.2	Reviewing and updating the FSAC CCT Guidelines																																																	
	3.1.3	Reviewing and updating the FSAC ELA Guidelines																																																	
3.2	3.2.1	Developing and endorsement of the FSAC Support to Livelihood (StL) Guidelines																																																	
3.3	3.3.1	Developing and endorsement of the FSAC Accountability towards Affected Population (AAP) Guidelines																																																	
3.4	3.4.1	Updating of the FSAC targeting criteria (EFA,UCT,CCT,STL)																																																	
Output 4: Analysis and Planning																																																	
4.1	4.1.1	Supporting CLAs and partners in carrying out FSLA and related assessments																																																	
	4.1.2	Contributing to AFI - IPC Analysis and its Update																																																	
4.2	4.2.1	Formulating the FSAC HNO and HRP and contributing to the whole HNO / HRP process																																																	
	4.2.2	Formulating and / or contributing to formulate any other plans, such as the floods preparedness and Anticipatory Action																																																	
Output 5: Trainings																																																	
5.1	5.1.1	Training FSAC partners on the reviewed FSAC 5W and planning tool																																																	
5.2	5.2.1	Presenting to and / or training FSAC partenrs on the revised and / or developed FSAC Guidelines																																																	
5.3	5.3.1	Training FSAC partners on food security core indicators + other key subjects																																																	