Papua New Guinea Food Security Cluster
Terms of Reference

The Food Security Cluster (FSC) in country provides an action-oriented forum for bringing together government authorities, national and international humanitarian partners to improve the timeliness and impact of appropriate humanitarian food security assistance on the lives of crisis-impacted communities. In particular, it helps ensure coherent, coordinated and integrated humanitarian responses driven by the assessed food security needs of the affected population.

With the approval of the Resident Coordinator, the Food and Agriculture Organization of the United Nations (FAO) and the United Nations World Food Programme (WFP) are Co-Lead Agencies (CLAs) of the FSC. Through a Cluster Support Team, the CLAs work in close collaboration with FSC partner organizations, relevant Government authorities, and in close coordination with Nutrition, WASH, and Health Clusters, as well as with other relevant groups, such as faith-based organisations and alliances and civil society groups.

**Objectives**

- **Ensure appropriate coordination** with all humanitarian partners (including government institutions, national and international NGOs, the International Red Cross/Red Crescent Movement and other international organizations), through the establishment and maintenance of appropriate coordination mechanisms for Food Security Sector coordination at national and provincial levels;
- **Provide guidance to cluster partners to respond to identified needs in the food security sector**, ensuring the appropriate distribution of responsibilities within the Cluster, with clearly defined focal points for specific and technical issues;
- **Promote a timely and appropriate response against a common strategic plan**, while also considering the need for resilience and early recovery planning as well as disaster prevention and risk-reduction activities;
- **Represent the interests of Cluster partners** in discussions with the Government of Papua New Guinea, Resident Coordinator, government departments, and other stakeholders;
- **Identify and support activities, projects and approaches** to efficiently bridge the gap between emergency assistance and longer-term food security, livelihoods-based assistance;
- **Identify priority technical and operational support needs and support efforts** to strengthen the capacity of national government, NGOs, and civil society to play an active role in the humanitarian response.

**Activities**

*a. Mapping of Cluster Partners’ Capacities and Activities*

- Undertake regular 3Ws or 4Ws mapping (“who, what, where and when”) to ensure that information on the programmes and projects of Cluster partners is comprehensive and up-to-date, as a basis of monitoring humanitarian response, and identifying eventual gaps.
- Ensure that 3 and 4Ws, as well as meeting minutes, reports and regular cluster documents are regularly produced and shared.

*b. Coordination with National/Local Authorities, international agencies, local organisations and other relevant Actors*

- Establish an appropriate forum for food security coordination that involves and integrates the efforts of government and non-government actors;
- Provide effective and timely technical support and guidance to actors in the food security sector in the design and delivery of relief and response activities;
- Ensure that Cluster partners’ humanitarian responses build on local capacities whenever and wherever possible;
- Develop effective linkages with other relevant clusters (Early Recovery, Nutrition, WASH, Health) to improve the complementarity of ongoing humanitarian response actions through joint planning;
• Ensure appropriate links to promote coordination and information exchange with national and local authorities, government institutions at the National, Provincial and district levels, local civil society and other relevant actors;

• Improve information exchange and coordination with Food Security actors in government, non-government, and humanitarian response systems.

c. Needs Assessment and Analysis
• Proactively organize, assist and participate in needs assessment and, where possible, common analysis rolling-out a balanced strategy linking food assistance with food security objectives/activities;

• Work as a group to define a strategic plan and priorities through consensus, including at working level to prioritize, avoid duplication on the ground, identify and respond to gaps and include contingency planning;

• Ensure FSC partners agree on common tools and approaches through consensus-building (core indicators, compatible assessments, processes and analysis, etc.)

• Ensure that data and analysis conducted by partners are shared and easily accessible.

d. Advocacy and Resource Mobilization
• Identify common advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the humanitarian community, government and other major stakeholders, who do not regularly participate in coordination mechanisms;

• Develop and implement a communication and advocacy strategy on behalf of all Cluster partners to ensure that key decision-makers, including government and donors, are aware of the needs, priorities, geographic and programmatic gaps and importance of necessary support to the sector activities;

• Advocate for donors on behalf of cluster partners to fund humanitarian actors to carry out priority activities in the Food Security Sector, while at the same time encouraging Cluster members to mobilize resources for their activities through their existing bilateral channels.

e. Evaluation, Monitoring and Reporting
• Ensure adequate reporting on achievements and effective information sharing;

• Ensure adequate monitoring mechanisms are in place to review the impact of the cluster activities;

• Update agreed response strategies and action plans for the Cluster and ensure that these are adequately reflected in overall country strategies and relevant Government Plans.

f. Provision of Assistance or Services as a Last Resort
As agreed by the IASC Principals, Cluster Lead Agencies are responsible for acting as the provider of last resort (subject to access, security and availability of funding). The FSC will provide information to the CLAs to assist them with this responsibility, as well as resource mobilization.

Roles and Responsibilities
• At the IASC level, FAO and WFP co-lead the FSC, with formal accountability to the Resident Coordinator;

• At the operational level the FSC is co-chaired by representatives from FAO, WFP and the PNG government;

• Cluster Partners drawn from international and national agencies (UN, NGOs, Government, representatives of the Red Cross and Red Crescent Movement) commit to be proactive in assessing needs, sharing information, developing appropriate strategies and plans for the Food Security Sector, and implementing agreed priority activities;

• Coordination at sub-national level may be activated based on agreed priority needs/locations and depending on available resources;

• Technical FSC sub-groups, permanent or temporary, may be created when and if necessary.