

WFP-UNHCR WORKPLAN 2007

Objective	Action required	WFP Focal Point	UNHCR Focal Point	Time frame
Operational Coordination	Foster closer collaboration between WFP and UNHCR country offices and their partners (NGOs, Red Cross Movement) and Government counterparts, to include:			
1	<ul style="list-style-type: none"> ○ Review and revise Joint Plans of Action (JPAs) for 2008, to include strategy, analysis and monitoring of refugee situations and repatriation plans where applicable. In line with the agreed IASC Policy Package, taking into consideration the cluster approach and subject to further agreements the JPA should include any assistance provided to IDPs, when formally under UNHCR's responsibility. The basis for the JPA would be the approved refugee operations and assistance programme for IDPs. 	Country offices	Country offices	By December
2	<ul style="list-style-type: none"> ○ Coordination of the JPAs will continue to be done by WFP and UNHCR Headquarters, who will also review existing JPAs, monitor their implementation and adjust the template if need be. 	ODM-PDEG	TSS	ongoing
3	<ul style="list-style-type: none"> ○ The Joint Assessment Missions (JAMs) should be undertaken in connection with the appraisal of new refugee operations and expansion in time of existing ones, and should take into account the results/recommendations of other participatory assessments. JAMs should be undertaken at least once a year or as agreed upon within the JPAs. 	Country offices/ODAN/PDEG	Country offices/TSS	Ongoing
4	<ul style="list-style-type: none"> ○ The two agencies should look into the possibility of organizing various other trainings in 2007, either country based or situation based, and in particular enhance and explore further collaboration in the area of protection training and provision of learning material on protection. 	ODAN	TSS	Ongoing
5	<ul style="list-style-type: none"> ○ In the preparation of its Country Operations Plan, UNHCR should 	Country offices/	Country offices/	Ongoing

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6	<p>consult with WFP on the ground, so that UNHCR budgeting can be based on standards and indicators (UNHCR handbook) , as well as, JAMs, nutritional surveys, participatory assessment and any other initiatives.</p> <ul style="list-style-type: none"> ○ Likewise, in preparation of its operational documents, WFP should work with UNHCR on the ground so that WFP PRROs and EMOPs will reflect findings of the JAMs, nutritional surveys and other assessments. These missions, surveys and assessments should be conducted using WFP and UNHCR guidelines, and should be carried out with a protection lens and informed by participatory assessment, standards and indicators (UNHCR handbook) and the UNHCR Country Operations Plan (including the registration and profiling figures). 	<p>ODAN/PDEG</p> <p>Country offices/ ODAN/PDEG</p>	<p>TSS and PCOS</p> <p>Country offices/ TSS and PCOS</p>	<p>Ongoing</p>
7	<ul style="list-style-type: none"> ○ To emphasize the importance of providing stakeholders with correct beneficiary figures and accurate needs, UNHCR and WFP will continue to incorporate each other in training activities including training on participatory assessment and UNHCR's protection mandate. To further facilitate country-level coordination, representatives of each agency should be represented in corporate trainings such as WFP's ERT and UNHCR's WEM. 	<p>HR/PDE</p>	<p>TSS, PGDS, EPRS</p>	<p>Ongoing</p>
8	<ul style="list-style-type: none"> ○ Both agencies will work at regularly sharing operational information. For WFP this is to include the food pipeline, information on monthly distribution data (rations, commodities) and analysis of the food situation of refugees, returnees and, where applicable, other persons of concern to UNHCR. For UNHCR this sharing of information is to include information on the situation of non food item (NFI) stocks, HRDs and strategic changes in programmes. 	<p>Country offices/ ODM</p>	<p>Country offices/TSS/SM S</p>	<p>Quarterly at HQs</p>
9	<ul style="list-style-type: none"> ○ Both agencies should explore further possibilities in sharing common logistical facilities, such as warehouses and workshops for fleet maintenance in areas where both agencies operate. Full use should be made of the UNHRD Network, whereas rationalisation and 	<p>ODTL and Country offices</p>	<p>Country offices/SMS/EP RS</p>	<p>As need basis</p>

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10	<p>sharing of regional and subregional warehouses should also be explored between the two agencies</p> <ul style="list-style-type: none"> ○ Common training exercises should be encouraged, focusing on specific logistics and emergency response needs. As part of its ongoing change management in UNHCR exercise (particular as it relates to Supply Management Service), UNHCR could benefit from logistics capacity building, using WFP expertise and experience 	ODTL	SMS/EPRS	Ongoing
11	<ul style="list-style-type: none"> ○ Both agencies identify and discuss refugee/returnee situations in order to initiate, when appropriate, joint projects, including "Food for Work" schemes, which enable refugees/returnees and where applicable internally displaced to become self-sufficient. Where feasible, FAO should also be part of the process. 	Country offices	Country offices/ TSS	As needs basis
12	<ul style="list-style-type: none"> ○ WFP and UNHCR will work together at country level to jointly advocate for durable solutions. 	Country offices	Country offices/ Bureaux	As needs basis
13	<ul style="list-style-type: none"> ○ Both agencies will meet regularly with the partners (Government and NGOs involved in the refugee and IDP operations), in order to facilitate country level coordination and action. 	Country offices	Country offices	Regularly
14	<ul style="list-style-type: none"> ➤ Enhance the exchange of information on UNHCR and WFP resourcing situation, and look at funding constraints, for a joint approach to donors, for a more balanced response, in order to provide a full package of assistance. Chad and Kenya (Dadaab) as pilot operations will be asked to map out the levels of assistance and impact of funding shortfalls. 	CO/ODM/PDEG	CO/TSS/DOS	ongoing
15	<ul style="list-style-type: none"> ➤ Organize twice a year a high level meeting between the WFP Senior Deputy Executive Director (SDED) and the UNHCR Assistant High Commissioner (AHC-Operations), in order to discuss operational concerns and country specific issues. One meeting should be held in Geneva, the other in Rome. 	OD/OED/PDEG	Executive office/TSS	Ongoing
16	<ul style="list-style-type: none"> ➤ Improve the flow of information to WFP and UNHCR country offices on developments at the executive level. These communiqués outlining issues 	OD/OED/PDEG	Executive office/TSS	Ongoing

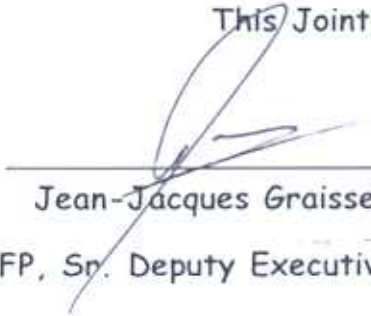
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17	discussed by the executive heads or deputies (SDED and AHC-Operations), should be signed by both agencies at the appropriate level. ➤ Update and maintain the list of WFP and UNHCR focal points and ensure they are kept regularly informed on relevant developments between the two agencies as regards to refugee, returnee and IDP issues.	PDEG	TSS	As needs basis
18	➤ Each agency will ensure that newly appointed country representatives are thoroughly briefed on all aspects of the operation. For WFP this may entail a briefing in Geneva, for UNHCR with the appropriate WFP regional bureau.	OD/PDEG RB	Bureaux/ TSS	As needs basis
19	➤ WFP Regional Directors visiting Geneva should meet UNHCR counterparts	RB/PDEG	Bureaux/ TSS	As needs basis
20	➤ WFP/UNHCR/UNICEF Heads of Logistics and Emergency Management to meet every six months on Operational, Cluster and Emergency Planning Strategies, to be complemented by working groups on specific logistical issues	ODTL	DOS/SMS/ESS	ongoing
21	➤ Future of working group on IDPs to be examined in context of the UNHCR policy paper on IDPs.	ODM/ PDEG	TSS	TBD
22	➤ Finalize an agreement on joint guidance for WFP and UNHCR field operations on standards and methodologies for ration card issuance in refugee situations.	PDPT/PDPP	FICSS/TSS/ RBs	ASAP
23	➤ Adjustment of the food basket: reviewing and adjusting the food rations and a further look at milling facilities issues, as well as follow-up on the food basket issue in the context of HIV/AIDS for refugees, returnees and IDPs.	PDPN/PDEG	DOS/TSS	ongoing
24	➤ Regional Planning: The two organizations to invite each other to their regional planning meetings. This is especially important in the case of Sudan and Iraq, to look at contingency planning and current response to IDPs and increased refugee flows.	RBs/COs/ODA/ PDEG	FICSS/TSS/RB	ongoing

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Resources & Fund Raising				
25	➤ Plan an annual joint visit by the Executive Director and the High Commissioner to an operation to raise awareness of needs.	PDEG/ODM	Executive Office/TSS	Ongoing
26	➤ Plan a joint SDED/AHC(Operations) field visit.	PDEG/ODM and appropriate COs	DER/TSS	TBD
27	➤ Ensure twice-yearly high level meetings in relation to fund raising, and look at ways to provide joint funding updates to donors at intervals to be determined.	FD	DER/TSS	TBD
Information sharing/ Communications				
28	➤ WFP PI Officer in Geneva will act as the direct focal point to ensure that joint PI initiatives for the media are closely coordinated at the field and headquarters level.	PDEG/COs in coordination with FDC	PI	Ongoing
29	➤ In this context, both agencies to ensure that each and every press release/statement, Web page stories, etc., which refer to both agencies, including press releases issued at the country level, must be cleared by both agencies before going public.	PDEG/COs in coordination with FDC	PI	
30	in Geneva: <ul style="list-style-type: none"> ○ Increase the number of press statements at UN press briefings in Geneva. 	PDEG in coordination with FDC	PI	
31	<ul style="list-style-type: none"> ○ Ensure that there is an increase in the number and frequency of press releases issued ex Geneva on the global food situation in refugee camps and ensure more press releases and press coverage is generated on high priority, under-funded refugee operations in the field. 		PI	
32	<ul style="list-style-type: none"> ○ Consider more joint press releases on food and non-food related issues in refugee situations. 		PI	
33	<ul style="list-style-type: none"> ○ Have WFP Country Directors visiting Geneva give press 		PI/TSS	

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34	<ul style="list-style-type: none"> ○ conferences on food aid within refugee operations in their country. ○ Investigate the possibility of having a joint ED/HC press conference on the food and non-food situation and protection issues. 		PI	
35	<ul style="list-style-type: none"> ○ Look into the possibility of having both agencies' goodwill ambassadors raise the issue and consequences of lack of funding for food aid and non-food items for refugees. 		PSFR	
36	<ul style="list-style-type: none"> ○ Continue to improve collaboration between UNHCR and WFP regarding Web page material. 		PI	
37	<ul style="list-style-type: none"> ○ Increase the number of refugee stories on the WFP Web page and ensure representation of WFP on the UNHCR Web page. 		PI	
38	<p>in the field:</p> <ul style="list-style-type: none"> ○ Continue to pursue collaboration and contacts between WFP and UNHCR public information officers in the field and identify what issues could be raised jointly, either for information to be disseminated by both spokespersons in Geneva at the UN press briefing, or for joint press releases (international, regional or local). 	Country offices	Country offices/ PI	
39	<ul style="list-style-type: none"> ○ Write WFP local/regional press releases on food situation in the camps. 		Country offices/ PI	
40	<ul style="list-style-type: none"> ○ Organize joint WFP/UNHCR field trips for journalists to refugee camps. 		Country offices/ PI	
41	<ul style="list-style-type: none"> ➢ WFP and UNHCR PI officers in the field to attend respective agency meetings/workshop/training in order to better understand the work of each other. 		Country offices/ PI	
42	<ul style="list-style-type: none"> ➢ UNHCR should continue to represent WFP in its yearly global reports and appeals, and in any supplementary appeals and updates; WFP should include a special section on collaboration with UNHCR in the WFP Operational Requirements, Shortfalls and Priorities for 2007 (produced three times a year). 	ODMR	DRRM	

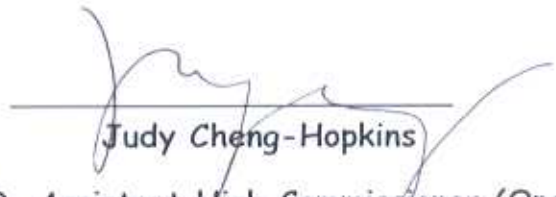
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Advocacy				
43	➤ WFP and UNHCR to hold joint donor briefings in Geneva every year. These briefings will focus on a few countries that require particular attention at the time or that could be relevant in regards to a theme or issue to be discussed with donors (i.e. repatriation, self-reliance, malnutrition, gender based violence (GBV) etc.) and will target also non-traditional donors, including the host countries of refugees. An update on the funding status of the selected operations will be provided and will include food and non-food shortfalls.	PDEG/ODM/FD	DRRM/ Bureaux/ DOS	Ongoing
44	➤ Joint donor briefings to donors on refugee operations at the country level should be encouraged.	Country offices	Country offices/ DRRM	As needs basis
45	➤ UNHCR and WFP to jointly deliver messages to refugees concerning the food pipeline situation and informing them of any delay or possible ration cuts.	Country offices	Country offices	As needs basis
46	➤ UNHCR should address WFP Executive Board members in Rome on refugee issues, and WFP to address UNHCR's ExCom members on refugee food issues.	PDEG	Executive Office/ TSS	TBD

This Joint Plan of Action has been agreed upon by the two agencies


 Jean-Jacques Graisse WFP
 WFP, Sr. Deputy Executive Director

18.6.07

date


 Judy Cheng-Hopkins
 UNHCR, Assistant High Commissioner (Operations)

date