**ANNEXE 1**

TERMS OF REFERENCES

**Regional Focal Points (RFPs)**

* Facilitate regular field coordination meetings (at least once per month) to share information, identify common problems. If problems cannot be addressed at regional level, request support from Zonal Focal Points (ZFPs) or National WASH Cluster Coordination (NWCC).
* Coordinate acute phase of emergencies (AWD/Cholera, displacements of population and other) and regularly update the National WASH Cluster Coordination using standard templates (matrix of responsibilities, gap analysis, etc.).
* Facilitate regular review of the regional 4Ws matrix (pivot table provided by the Information Management Officer (IMO). Encourage active agencies not in the 4Ws to be part of the document and share its information.
* Identify any gaps and overlaps in districts.
* Request 4Ws summary data or maps from the IMO to fill requests for information from OCHA or partners and to support cluster discussions.
* Facilitate joint needs assessments and monitoring missions to prioritize needs in the region, as required or requested, in coordination with OCHA regional focal points.
* Facilitate implementation of WASH Cluster standards and guidelines.
* Disseminate key WASH documents to members.
* Ensure appropriate information exchange between the cluster members in the field and the Mogadishu based cluster team.
* Ensure that the National WASH Cluster Coordination and OCHA field officers are informed of cluster specific developments in the region.
* Establish strong working relationships with all the cluster members in order to facilitate effective collaboration and communication.

**District Focal Points (DFPs)**

* Coordinate prevention and response to AWD/Cholera and flooding in districts.
* Collect information on preparedness and prevention activities, identify gaps and work with the RFP to initiate actions to fill gaps.
* Monitor river levels through observation and SWALIM website.
* Collect information on AWD/Cholera and floods (4Ws at district level) and support the organization of rapid assessment.
* Report on preparedness, response and gaps.
* In AWD/Cholera emergency situation: support the establishment of a multi-sectorial taskforce a district level to operationalize response plan, including community members and ideally led by health authorities.