1. **Background**

The effect of the conflict between Boko Haram and military counter operations in North East Nigeria has reached devastating proportions with widespread forced displacement, acute food and nutrition insecurity. The ongoing conflict has affects more than 6.9 million people in Adamawa, Borno and Yobe States. In 2017 the Nigeria Humanitarian Response Plan targets to reach 6.9 million people – or roughly 85 per cent of those in need – in the most affected states of Borno, Adamawa and Yobe.

At the National Level, a WASH in Emergencies (WiE) working group is responsible for overall coordination of emergency WASH response within Nigeria. In 2015, a more formal, and dedicated full-time WASH Sector Coordination mechanism (based on the cluster approach) was established for the worst affected states of Borno, Adamawa and Yobe, led by the State Ministry of Water for Borno State and Co-led by UNICEF as WASH Sector Lead Agency.[[1]](#footnote-1) This “NE-Nigeria WASH Sector Coordination” is accountable for all of the emergency WASH response for the 3 affected states and operates within the inter-sectoral coordination mechanism supported by Government of Nigeria (GoN) and OCHA.

In 2017, following the recommendations of an After-Action Review[[2]](#footnote-2) of the WASH Sector Coordination, a WASH Sector Strategic Advisor Group (SAG) has been established to provide strategic guidance and oversight to coordinating the WASH humanitarian response in NE-Nigeria.

1. **Primary objectives of the SAG**
2. Set prioritization of emergency WASH response in NE-Nigeria
3. Support the development of WASH sector strategic framework and work plan
4. Validate technical guidelines and WASH sector standards
5. Provide guidance to ensure cross-cutting issues are mainstreamed within the WASH response
6. **Structure and Membership of the SAG**

The SAG will be a unique, voluntary body within the WASH Sector, distinct from the WASH Sector Coordination Team (WASH Sector Coordinator, Information Management Officer, Focal Points) and any of the Sector’s Technical Working Groups.

The SAG will be formed through the direction of the WASH Sector Coordinators – with input from all WASH Sector partners. Its composition will be rigid, consistent and representative of the entire WASH sector. Representation of the SAG will include:

* + Chair - WASH Sector Coordinator – (standing member)
  + Co-Chair – Borno State Ministry of Water (standing member)
  + Representative from UNICEF as WASH Sector Lead Agency (standing member)
  + Partners from international and national organizations;
  + Partners from each sub-sector (water, sanitation, and hygiene);
  + Partners from both recovery and emergency contexts;
  + Partners from or very connected to field level implementation;
  + Technical experts who are both internal and external to the WASH sector; and
  + A representative from the humanitarian Donor community as an observer

SAG membership will be periodically reviewed (at least annually) attempting to maintain full active membership, with a good balance between members.

The SAG Chair/Co-Chair will maintain a full contact list of the current SAG membership.[[3]](#footnote-3)

1. **Roles and Responsibilities of the SAG**

*Strategic Guidance and Sector Prioritization:*

* The SAG will formulate and agree on the overall **WASH Sector Strategy** and ensure it is complementarity with plans at the national and state level, updated regularly according to evolving needs and being used to hold partners to account.
* The sector coordinator will call on the SAG to support the development of key aspects of the annual **Humanitarian Program Cycle (HPC)** including the HNO, HRP, contingency planning and periodic monitoring reviews.
* The SAG will provide strategic oversight and validation of WASH humanitarian standards for NE-Nigeria.
* The SAG is responsible for ensuring that WASH sector response priorities are based on sound needs assessment and analysis. This includes ensuring a harmonized approach to needs assessments and developing an analysis framework to prioritize the needs and vulnerabilities within the WASH sector.

*Technical Guidance:*

* The SAG will ensure appropriate technical standards and quality assurance mechanisms for WASH Sector partners are agreed, disseminated, and consistently applied. Additionally the SAG will;
* Support WASH Sector Coordinator to establish ‘Technical Working Groups’ (TWGs) as required and hold such groups accountable to Terms of Reference agreed by the SAG; ensure proper representation within such groups; ensure timely output; ensure transparent reporting; and close such groups.

*Cross-Cutting Issues*

* *The SAG is responsible for supporting various cross-cutting thematic topics. At a minimum the SAG should ensure that;*
  + *WASH Sector plan is developed for strengthening AAP*
  + *WASH Sector sets minimum standards and best practices for community feedback mechanisms*
  + *PSEA mechanism is in place*
  + *Gender, age and diversity integrated in response plan*
  + *WASH Sector contributes to achieving protection outcomes*
  + *WASH Sector supports rollout of protection mainstreaming training*
  + *Core Humanitarian Standards indicators are monitored and reported on*

*Pooled Funding Allocations:*

* The SAG members will fill the strategic advisory role during the Nigerian Humanitarian Fund (NHF) process. This includes setting the WASH sector priorities for that allocation and undertaking the initial strategic review committee to score and validate projects submitted by WASH partners.

*Cluster Coordination Performance Monitoring:*

* The SAG will agree on performance indicators with in the Cluster/Sector Coordination Performance Monitoring (CCPM) framework in order to monitor and measure the overall performance of the cluster, and the method by which these will be measured and monitored.

1. **Transparency and Accountability**

Decisions will be taken following a transparent and inclusive process, and the SAG should reinforce and contribute to supporting the six cluster/sector core functions plus Accountability to Affected Populations (AAP). In addition, the SAG will ensure transparency and accountability by;

* Ensuring effective dissemination of outputs/meeting minutes from the SAG
* Ensuring decisions made by the SAG shall be taken to the extent possible on the basis of consensus
* Ensuring that the SAG has a decision-making role only if delegated by SAG partners (through email or at meetings)
* Ensuring that all decisions from the SAG will be recorded in meeting minutes.

1. **Meeting Structure**

The SAG will meet monthly in Maiduguri, separate from the monthly WASH in Emergencies (WiE) meetings. If there is an urgent task or decision to be taken, and ad hoc meeting can be called and members or alternates are expected to attend.

* If a SAG member cannot attend a meeting, the member is to recommend an alternative technical expert from the same agency. If no alternative technical expert is available, the SAG member to contribute by email. At least 70% of attendance for meetings is needed to form a quorum.
* Extraordinary meetings may be called by the (co-)chairs, or at the request of at least 3 other members.
* The draft agenda will be circulated to SAG members in advance of each meeting.
* Draft minutes will be shared with SAG members for their comments. Final minutes will be shared with SAG and WASH Cluster members.

1. Annex 1: NE-Nigeria WASH Sector Coordination Structure [↑](#footnote-ref-1)
2. Annex 2: WASH Sector After-Action Review Workshop: Recommendations, May 2017 [↑](#footnote-ref-2)
3. Annex 3. SAG Member Contact List [↑](#footnote-ref-3)