

# By Laws and TORs

## National Humanitarian Network (NHN), Pakistan

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### **Background:**

Pakistan has suffered head-to-head disasters in the last few years, especially after year 2005. Hence, the response from the state agencies has been in the limelight besides national and international organizations. Often, the state's response to these disasters needed to be supplemented by humanitarian agencies, both national and international, which provided key support to the affected communities. Through their sub-offices and Partner Organizations (POs), national NGOs, CBOs, organized and unorganized community level groups are the natural actors to respond to all sorts of emergency situations irrespective of their size, resources and expertise.

Civil Society Organizations/NGOs in Pakistan have widely engaged in relief, response and rehabilitation activities whenever the need has arisen. Through the thick and thin, civil society organizations have stood together in raising issues that have been affecting the lives of people. These civil society organizations took matters of great human concern to the national level and advocated with the government for resolution of such issues. In pursuit of the goals of larger interest of their communities, civil society actors including national NGOs and CBOs have executed joint strategies and made forums like Joint Action Committee for Earthquake Response (JAC-ER) and Kech Disaster Relief Forum (KDRF) at national and local levels through which voices of communities were raised and the collective work has been coordinated to an extent.

In spite of all such good efforts, most of these initiatives have been short-term with very specific goals and objectives. When there was time to consolidate these efforts made by NGOs, CBOs, philanthropists and volunteers, these initiatives largely culminated without transforming into long-term initiatives. This happened due to the factors like limited financial resources with the national organizations, shortage of trained human resource, commitment with other programs, limitations in information collection and dissemination, multi-pronged agenda of the networks, etc.

In the light of what is mentioned above, there is a need to initiate a permanent joint forum of Pakistani civil society to represent NGOs / CBOs and other local partners at the national and international level and carry forward the voices of people and communities to the highest policy making levels for advocacy and response.

In addition to above NDMA organized an Interactive Dialogue on Disaster Risk Management on 19 March, 2010 at Prime Minister Secretariat with the objective to discuss the formulation of a network comprising of government, national and international organizations for experience sharing and better coordination in DRM related activities in country. After this preliminary meeting Sungi Development Foundation was nominated by national and international NGOs as focal organization for further sharing the proceedings of the afore mentioned meeting and carry out discussion on establishment of a network to function as a NGO representative for community based disaster risk management and joint response in case of emergency along with NDMA and UN. There was a significant interest from all stakeholders.

After thorough deliberations with national and international organizations it was decided to form to form an “Interim Working Group” (IWG) of national organizations, and Sungi as the national coordinator. Facilitated by Sungi a small working committee comprising of five national organizations reviewed the draft ToRs prepared with SPO’s coordination in November 2009 by a group of representatives of organizations responding to disasters and in the light of recommendations by IWG.

The TORs developed by an eight member committee, were thoroughly reviewed and approved by the First meeting of NHN-Central Executive Council on 14<sup>th</sup> June 2012.

### **Vision**

The NHN envisions “an efficient and effective humanitarian system being led by responsible and accountable humanitarian and disaster management institutions for the development of safer and disaster resistant communities”.

### **Mission**

The mission of the NHN is to “voice the concerns and advocate for the vulnerable and disaster affected communities for improving policies, procedures and strengthening institutions for rights based disaster mitigation and humanitarian response, and to strengthen the role and capacities of national and local humanitarian actors in setting humanitarian and sustainable development agendas and humanitarian action in Pakistan”.

### **Values**

Following are the key values to be shared by all NHN members;

- Inclusiveness
- Shared and rotational leadership
- Empathy and responsiveness
- Accountability at all level

- Transparency at all level
- Participatory and Consultative Decision Making
- Respect for Diversity
- Representative and coordinated efforts
- Equity and Equality as per local need
- Respect for international humanitarian principles and standards

## **Objectives**

- To act as an institution that engages with all stakeholders that represent National / local NGOs/Civil Society through efficient and effective coordination mechanism
- To conduct evidence based policy advocacy for pre, during and post Humanitarian crisis (disaster preparedness/ mitigation / management issues)
- Facilitate all stakeholders in capacity building to promote community based disaster risk management, emergency response and action.
- To help in organizing and facilitating to make responsive and accountable civil society for humanitarian response and disaster risk management.
- Advocate for and promote empowered partnership in, based on GHP's agreed principles of partnership and new business model to develop local capacities in humanitarian action.

## **Proposed Functions**

- Coordination with all stakeholders (Local government agencies, UN agencies, PHF, affected population, elected representatives, media, civil society, philanthropists)
- Represent members of national/local humanitarian organizations (all organizations – NGOs, CBOs etc – working in humanitarian sectors) at all relevant forums.
- Act as a forum of voicing, policy and action research.
- Advocacy on the concept & need of policy and operational issues through policy briefs and campaigns.
- Capacity and Resource Mapping for effective humanitarian response.
- Facilitating capacity building of members and partners.
- Promoting principles of accountability, Sphere standards, and complaint handling mechanisms in humanitarian response.
- Act as a forum for information sharing, knowledge management and voice concerns and needs of stakeholders and disaster affected people.

## **Organizational Structure and Governance**

The prime decision making bodies of the network would be provincial/state/regional general bodies (hereinafter called NHN-Provincial General Bodies). The provincial NHN general body

would elect Provincial/State Executive council comprising of up-to 15 members for a two-year term. Each NHN Provincial/State Executive Council (herein after called NHN-PEC and NHN-SEC) will elect/agree through consensus on one organization to be chair/Coordinator of the NHN-PEC/NHN-SEC. This organization will also serve as the secretariat of the NHN-PEC/NHN-SEC. A senior management member of the organization will represent as Chair/Coordinator.

Each NHN-PEC/NHN-SEC will nominate through voting or consensus two members to represent provincial/state chapters in the NHN Central Executive Council (NHN-CEC). Together with eight founding member organizations NHN-CEC will be formed. The NHN-CEC members through voting/consensus elect an organization to be the chair/coordinator of the NHN, being represented by a member of senior management. This organization shall serve as the secretariat of the NHN at national level.

### **Management:**

The network would be managed through national, provincial and regional secretariats. The national, provincial and regional secretariats will be independent, in day to day management and the secretariat manager will be reporting to the provincial/state coordinators. All provincial/state secretariats however, will follow the NHN policies and procedures and that of the lead organization. The day to day management will be run by national secretariat supported by provincial and regional secretariats/chapters. The manager of the secretariat will report to the Chair/Coordinator of the executive councils. The programmatic, operational and financial matters will be managed by the lead organization. The lead organization will host the secretariat and will also be responsible for contractual arrangements with donors and will also be responsible for financial and programmatic reporting. Internal and external audit of the organization will also include audit of the NHN funds. The NHN National secretariat will be governed by the NHN-CEC and it will be managed by the lead organization through the secretariat manager. Similar governance and management arrangements will be made at the provincial levels. The CEC will be responsible to make changes in management structure, policies and procedures.