

Roles and responsibilities for humanitarian agencies to be included as partners in the health cluster

The health cluster is a group of more than 30 actively involved partner agencies who are using the approach of coordinated and joint efforts to address the humanitarian health needs in Somalia.

In order to be able to facilitate active information sharing, joint planning, fund-raising and implementation of activities, all agencies that commit themselves to be part of the health cluster are required to follow the below basic obligations:

- submit information as required in the **3W matrix** and respond to request of updates (quarterly) to the health cluster and/or inform health cluster about any changes
- provide **agency profile** including:
 - postal address and contact person
 - locations of health facilities/ interventions (GPS coordinates if available)
 - estimated catchment population of the served area, included disaggregated data
 - previous experience/ partnerships/ funding of agency
 - human resources available to agency
- if managing a health facility, provide **weekly/monthly data** (preferably in HC agreed format) on:
 - number of consultations, disaggregated data (women, children <5, etc.)
 - major causes of morbidity and mortality (in disaggregated numbers)
 - available stocks of required support with supplies
- attend/ send representative to monthly **health cluster/ outbreak meetings** in Nairobi or in regions/ zones as organized by HC focal agencies. If not able to attend meetings, provide health cluster with regular updates (and pictures if available) on activities (that could be included in the monthly health cluster bulletin) and make sure contact person can be reached for inquiries or clarifications
- agencies who submitted project sheets that were included in the **CAP 2010** are to inform the health cluster about process of **implementation** and immediately update on **funding** development for the project to enable overall health cluster monitoring
- respond to any other inquiry from health cluster on a reasonable regular basis (e.g. AWD preparedness matrix, outbreak rumours, etc.)
- update the health cluster about personnel changes concerning health cluster issues to avoid disruption of partnerships and flow of information