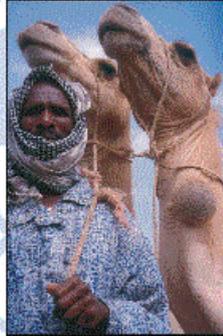


Somalia Aid Coordination Body

UNDP Somalia
UNITED NATIONS DEVELOPMENT PROGRAMME
SOMALIA



Somalia Aid Coordination Body



Final Report
Jan - Dec 2003

With support from:



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Executive Summary

The Secretariat for the Somalia Aid Coordination Body (SACB) is a United Nations Development Programme (UNDP) project that aims to support the SACB process of improving aid coordination and developing common approaches for aid interventions to Somalia. The Secretariat is responsible for the facilitation and administration of the various modalities of coordination amongst the approximately 120 SACB member organisations. This includes providing technical input into the various SACB committees and developing modalities to strengthen the links with field coordination efforts. The Secretariat is responsible for enhancing the SACB information management capacity and is a focal point for the acquisition, dissemination and sharing of data.

This annual report reflects the accomplishments of the SACB Secretariat Project from October 2002 through September 2003. It begins with a summary of the background to the SACB and the role of the Secretariat in facilitating the coordination process for Somalia. A reiteration of the project's aims and objectives will lead into an analysis of achievement, challenges encountered and anticipated both within the SACB and by the Secretariat. The report will close with a financial report.

**All references to Somaliland pertain to the self-declared but unrecognised Republic of Somaliland. All references to Puntland pertain to the self-declared Puntland State of Somalia.*

BACKGROUND

In an effort to improve the impact of the international community's assistance to Somalia, the SACB was established as an output of the Fourth Coordination Meeting on Humanitarian Assistance for Somalia organised by the United Nations Operation in Somalia (UNOSOM) in Addis Ababa, Ethiopia held in December 1993. The SACB was established with the aim of facilitating the development of a common approach for the allocation of resources available for Somalia. It has evolved into an important coordination mechanism whereby the main aid constituencies share information and develop strategies for the provision of assistance to Somalia. Due to prevailing insecurity, the majority of agencies operating in Somalia and international donors are based in Nairobi.

The SACB has developed into a system of committees and working groups that facilitate coordination among aid agencies and donors. It comprises a policy level (Executive Committee), an operational level (led by the Steering Committee) and a public interface (Consultative Forum). The group of SACB committees meets regularly in Nairobi and are linked to coordination in the field. Participation in the SACB is wide and includes approximately 120 donors, UN agencies, and international NGOs. The International Committee of the Red Cross (ICRC), though not a full member of the SACB, holds observer status maintaining a commitment to co-operate on issues of international assistance to Somalia with SACB members.

The international community, assembled in the SACB, strongly emphasises the need for peace, security, and the existence of Somali authorities at local and regional levels as prerequisites for international assistance.

The main tasks of the SACB have been to:

- ◆ Facilitate the development of a common approach for the allocation of resources available for Somalia
- ◆ Develop criteria/conditionality for the allocation of resources to the different regions and monitor their implementation (*Code of Conduct for International Rehabilitation and Development Assistance, Guiding Principles of Operation*, published in the SACB Handbook)
- ◆ Provide policy and operational co-ordination for rehabilitation and development activities, particularly at the sectoral level
- ◆ Provide policy guidance and practical assistance to implementing agencies on issues of political, security and operational constraints.

Project Description

Since its inception the SACB has been supported by the administrative efforts of a Secretariat based within UNDP. UNDP's role in the project implementation flows from its general responsibilities and accountability to the UNDP Executive Board with regard to cost effective, high impact, coherent programming in line with country needs and UNDP's global programme focus areas. More

importantly UNDP is an active participant within the SACB.

The main function of the Secretariat is to facilitate and administrate the SACB coordination process. This includes developing modalities to strengthen the links with field coordination efforts. This is achieved through the SACB Secretariat sub office located in the self-declared but as yet unrecognised Republic of Somaliland Ministry of National Planning and Coordination (MoNP&C) aimed at providing assistance to their role as leaders of the coordination process. The Secretariat also creates effective links between other field coordination processes and the SACB structure in Nairobi through regular information gathering and reporting.

The Secretariat is a focal point for the acquisition and dissemination of SACB data and maintains an updated directory of SACB membership and contacts, an updated project matrix of SACB partner activities within Somalia and produces two major publications annually: the SACB Handbook and the SACB Donor Report.

The Secretariat, through the network of SACB Committees, assists the SACB in providing practical guidance and assistance to implementing agencies on issues of policy, security and operational constraints.

Given the delicate requirements of the Somali situation and the evolving but still limited capacities of the country's public administration, there will, for some time to come, be a continued need for an international aid coordination body for Somalia. The SACB, through the efforts of its partners, maintains dialogue with all parts of the country. The SACB pursues support to the emerging and existing administrations in Somalia while underlining the need for realism and patience in the expectations towards these administrations and thereby in the mode of assistance that can be provided. A major challenge today is to identify ways and means to make this assistance possible.

OBJECTIVES

SACB Aim: To facilitate the development of common approaches for the allocation of resources available for Somalia.

Sector/ Committee	Description of Achievement
Executive Committee	<ul style="list-style-type: none"> ▪ Six statements/letters released ▪ Working Group to review SACB created ▪ SACB Review Process outline endorsed ▪ Terms of Reference (ToR) for Consultant to assist the review process developed and agreed ▪ Meeting held with the Inter Governmental Authority on Development's (IGAD) Ambassador Kiplagat regarding SACB support to the peace process
Steering	<ul style="list-style-type: none"> ▪ Cross sectoral training per diem harmonisation task force established ▪ Presentation on SACB Sectoral Committees provided to the plenary at Mbagathi, the location of the peace talks
Consultative	<ul style="list-style-type: none"> ▪ Five special topical presentations made including ▪ Early Warning and Appropriate Responses, HIV/AIDS, Water Sanitation and Infrastructure Sectoral Committee (WSISC), Health Sectoral Committee (HSC), and the Arab Human Development Report
Education Sectoral Committee	<ul style="list-style-type: none"> ▪ ToRs for six consultancies developed and endorsed ▪ Funding secured for three consultancies: Education Management, Education Financing and Gender in the Education Sector ▪ Consultants identified for Education Financing and Gender ▪ US Agency for Development (USAID) assessment of the Education Sector reviewed ▪ European Commission (EC) Strategy for the Education Sector reviewed
Food Security and Rural Development	<ul style="list-style-type: none"> ▪ Vulnerability assessment and mapping complete for South and Central Zone for flood preparedness ▪ Food Aid Working Group re-established and ToR endorsed ▪ Agriculture Working Group agreed to review its strategy in early 2004
Governance	<ul style="list-style-type: none"> ▪ Special discussion with the UN Panel of Experts on the Somali Arms Embargo ▪ Finalised Governance Questionnaire Results leading to Governance strategy development process ▪ Development and endorsement of a Civil Society Task Force Strategy in English and Somali ▪ Document on Partnership between the International Community and Somali Civil Society Organisations drafted and under discussion in all sectors ▪ Facilitated the finalisation of a Code of Conduct for Somali NGO Networks ▪ Rule of Law and Protection Working Group established and ToR endorsed
Health	<ul style="list-style-type: none"> ▪ SACB Health Sector Committee officially recognised by the Global Fund for AIDS, TB and Malaria (GFATM) as the Country Coordinating Mechanism for Somalia ▪ US \$8.9 million approved by the GFATM for malaria for first two years (additional US \$4 million for one year pending successful implementation.) ▪ US \$5.6 million approved by the GFATM for TB for first two years (additional 8.2 US \$8.2 million for three years pending successful implementation.) ▪ 3.1 million USD approved by GAVI ▪ Cholera prevention and control measures with a case fatality rate below 2% ▪ 1.25 million children vaccinated against polio and no wild virus identified

Sector/ Committee	Description of Achievement
	<ul style="list-style-type: none"> ▪ Capacity Building Feasibility Study conducted and finalised ▪ Development and endorsement of a Strategic Framework for the Prevention and Control of HIV/AIDS and sexually transmitted infections (STIs) within Somali Populations
Water, Sanitation and Infrastructure	<ul style="list-style-type: none"> ▪ 1999 Water and Sanitation strategy reviewed and updated for the next five years ▪ Input into the EC Rural Water and Sanitation strategy development process through a half-day workshop

SACB Support to Coordination Mechanisms in Somaliland

With the guidance of the SACB Steering Committee, the SACB Secretariat supports the Somaliland administration to organise, facilitate and lead coordination activities specific to Somaliland. The following is a list of *fora* that regularly meets:

- Settlement Area Coordination Group
- Education
- Food Security and Rural Development
- Water and Environmental Sanitation
- Non-formal Education Working Group

- Hygiene and Sanitation Working Group
- Human Rights Working Group
- Capacity Building Caucus
- National Disability Forum
- Gender Working Group
- Income Generation Working Group
- Energy Think Tank
- Health and Nutrition

The SACB Secretariat provides support to any coordination process led by the Somaliland Administration. By working with government appointed counterparts, the SACB Secretariat sub office assists the designated counterpart to organise the meetings, take the minutes and follow up on action points arising from the meetings.

ACHIEVEMENTS

Activity	Description of Achievement
<p>Project Purpose: To provide administrative and technical support to the SACB to enhance its ability to improve efficiency and effectiveness of aid assistance to Somalia.</p>	
<p>Facilitate the organisation of the SACB Executive, Consultative, Steering, five Sectoral Committees and the numerous working group and special task force meetings on a regular basis as necessary.</p>	<p>Achieved. All regular and ad hoc meetings between January and December 2003 were facilitated by the Secretariat including preparing background documentation, organising the agenda and venues, taking and circulating minutes.</p> <p>Total: At Least 149 Meetings</p>
<p>Provide support to the Chairpersons of the SACB Committees in the management of the monthly meetings and provide technical input to various SACB committees as appropriate to strengthen sectoral links and enhance long-term policy and strategy formulation.</p>	<p>Achieved. The majority of meetings are attended by the Head of the Secretariat or the Project Assistant in support of the Chairpersons and where possible providing technical input. The Secretariat also attends the Steering Committee meeting to ensure sectoral links are maintained. A new post has been created, Project Analyst to further strengthen this activity by providing relevant reports to the Nairobi process on field coordination efforts.</p>
<p>Provide technical support to the various sectoral committees through the hiring of short-term consultants.</p>	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ Local Capacities for Peace Exposure Workshop aimed at highlighting the way aid interventions can contribute to an exacerbation of existing tensions was convened and funded by the Secretariat in February 2003. ▪ Funds through the Secretariat have been committed in support of consultancies in the Education sector investigating Education Financing and Education Management. ▪ WSISC held a strategy review and workshop to review their policy document and highlight best practices within the sector jointly funded by the Secretariat. ▪ Agriculture Working Group has initiated the process of reviewing its Strategy with funds committed by the Secretariat to support this endeavour in 2004.
<p>Improve consultation and coordination with the NGO Consortium and the UN Office for the Coordination of Humanitarian Affairs (OCHA).</p>	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ The SACB Secretariat attends NGO Consortium meetings as an observer. ▪ The Secretariat has coordinated and funded the publication of the NGO Handbook. ▪ OCHA sits on the Steering Committee, co-chairs the Flood Working Group, and chairs the Humanitarian Response Group. ▪ Strong links have been created between the Secretariat's Project Analyst, responsible for enhancing the links between field coordination efforts and the Nairobi coordination process, and OCHA's field coordination officers. ▪ The SACB has agreed to house the NGO Consortium Secretariat on its premises with support as needed by the SACB Secretariat.

Somalia Aid Coordination Body

Activity	Description of Achievement
Support SACB inter-agency co-ordination inside Somalia as guided by the SACB Steering Committee. A Secretariat function will be established in Somaliland, housed within the UNDP office.	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ An SACB Secretariat sub office was established in February 2003 based in the Ministry of Planning and Coordination. Main function is to focus on capacity building within the relevant ministries regarding Secretariat functions. This sub office is staffed full time by a UN Volunteer (UNV). <p>Total Meetings and Workshops Supported: At least 55</p> <ul style="list-style-type: none"> ▪ The Secretariat created a new post, Project Analyst, whose main function is to create and enhance links between the coordination process in Nairobi and inter-agency coordination occurring in Somalia. Specifically, links have been created with the Hiraan and Bakool inter-agency coordination fora. Links have also been created with the OCHA Field Officers to ensure relevant information is shared.
Draft necessary press release statements and other official letters and policy documents.	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ Four press releases drafted (two released) ▪ Global Fund for Malaria letters drafted and edited. ▪ Two official letters drafted.
Design and manage the SACB website on the internet.	<p>Achieved. Despite initial delays in re-design and management of the website, efficient processes were developed ensuring more timely updating and a newly designed website was accomplished. New features include:</p> <ul style="list-style-type: none"> ▪ HIV/AIDS page launched on World AIDS Day ▪ Individual pages for all working groups ▪ Updated, more comprehensive project matrix ▪ List of publications and documents relevant to Somalia
Produce an annual SACB Donor Report reflecting total aid contributions of the donors actively participating in the SACB.	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ SACB Donor Report 2002 distributed in May 2003 ▪ SACB Donor Report 2003 compilation began October 2003
Develop and manage the SACB project matrix.	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ Database Expert was hired in February 2003. ▪ New design for Project Matrix available to partners in July 2003. New features include: <ul style="list-style-type: none"> ○ More user-friendly browsing ○ Agency as well as project information ○ Donor information conceived ▪ Request for updated project information was collected with the assistance of the NGO Consortium. ▪ Maintenance and updating project information is ongoing.
Produce the SACB Monthly Highlights report and disseminate accordingly.	<p>Achieved. Monthly Highlights were produced and disseminated for each month except August and December where few meetings were held. Total: 10 produced and distributed.</p>
Revise and update the SACB Handbook on an annual basis.	<p>Achieved.</p> <ul style="list-style-type: none"> ▪ SACB Handbook for 2003 revised, updated and distributed in May 2003 ▪ Process for updating SACB Handbook 2004 initi-

Somalia Aid Coordination Body

Activity	Description of Achievement
	ated in December 2003
Develop and maintain the SACB Directory and distribute revised editions on a quarterly basis.	Achieved. Directory updated and distributed in January, April, July, and October 2003. Email directory updated weekly.
Maintain and update the SACB email directory on a regular basis.	
Maintain a library of SACB related material and maintain updated files accordingly.	Partially Achieved. While the Secretariat has collected relevant SACB related material, it has not yet been stored in an accessible manner for partners to access. The Secretariat moved premises in July 2003 where there is space for a library making more accessible soft and hard copies of relevant material. Final establishment of the library is still underway. The following has been achieved: <ul style="list-style-type: none"> ▪ A library management course has been identified for the SACB Secretary to attend ▪ Library software has been identified ▪ A list of all publications available to the Secretariat has been established both on the website and in the library ▪ Collection of relevant library material from SACB partners initiated and ongoing.
Brief visitors and new comers on the structure and mandate of the SACB.	Achieved. All visitors requesting a briefing were accommodated. At least 20 meetings have been conducted to brief newcomers or those requiring an update. In addition, the Head of the Secretariat was requested by a number of partners undergoing evaluations including UNICEF and UNESCO to provide information.
Unplanned Activities	Description of Achievement
Moving the SACB Secretariat and Health Sector Coordination Offices from Centenary House to Kalson Towers.	Achieved. June 2003 Achieved. June 2003 <ul style="list-style-type: none"> ▪ Offices for the SACB Secretariat, Health Sector Coordination Office, Technical Consultants including the Global Fund Coordinator for Malaria available ▪ Two conference rooms available ▪ SACB Library available
Interfacing with the Somalia Peace Process	Achieved. <ul style="list-style-type: none"> ▪ An SACB delegation comprising the Chairs of the Executive and the Steering Committee and the NGO Focal Point to provide a briefing to Amb Kiplagat on the SACB. ▪ Presentations by the Steering Committee on each of the SACB Sectors organised and given to the Plenary at Mbagathi.
Support to ad hoc, non SACB Coordination meetings	Achieved: <ul style="list-style-type: none"> ▪ USAID Teacher Training ▪ EC Education Strategy ▪ EC-NGO Reference Group meetings
Support to the NGO Consortium Coordination Structure	Partially Achieved. Through a series of discussions, it was agreed that the NGO Consortium Secretariat would be based in the SACB offices and the NGO Consortium supported with conference facilities. This will be effected as of January 2004.

SACB Review Process	Through the Executive Committee the SACB has endorsed a process of review for the SACB. A Working Group with the support of an external consultant will lead the process of reviewing the structures and processes of the SACB. The Secretariat has provided support to this process.
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Achievement Highlights

- ◇ **Improved linkages between coordination efforts in Nairobi and in Somalia:** In response to the need for improved linkages between coordination efforts taking place inside Somalia and those spearheaded by the SACB in Nairobi, the SACB Secretariat created the post of Project Analyst. One of the main functions of this post is to create that functional link by managing the SACB Secretariat sub office in Hargeisa and by providing support where possible to other coordination efforts ongoing throughout the country. The Project Analyst has achieved this using two main strategies:
 - By identifying already existing coordination fora inside Somalia, making contact with agencies leading that process, and offering support to enhance the quality of coordination and the links to Nairobi.
 - By establishing a functional link with the OCHA Field Coordination Officers and ensuring a timely sharing of information to feed into the relevant Nairobi fora.

- ◇ **Establishment of Sub Office in Hargeisa:** The SACB Secretariat established a sub office in Hargeisa in February 2003. With the guidance of the Steering Committee, the office was established in the Ministry of National Planning and Coordination with the main purpose of enhancing the capacities of the various ministries to lead the coordination process. Focus has been on encouraging ministries to assign a counterpart to work with the SACB Secretariat Field Coordination Officer and on working with assigned counterparts to enhance their organisational skills with regard to setting agendas, taking minutes, widely sharing information through the establishment of circulation lists, and following up on action points arising from meetings.

- ◇ **Redesigned Website and Project Matrix:** Following feedback from partners on the initial launch of the SACB Website and Project Matrix, both were redesigned in 2003. New features in the website include a dedicated page for each working group with the HIV/AIDS Working Group page launched on World AIDS Day; a publications and documents page providing a bibliography and abstract of relevant publications available either with the SACB Secretariat or with partner agencies. New features on the project matrix include detailed agency information and a more readable format. While donor informa-

tion has yet to be collected, there has been a broad agreement among donors to include this information on the matrix.

CHALLENGES

The SACB Secretariat project faced a number of challenges during the implementation of its activities in 2003. Below is a brief description of some of the main challenges and constraints:

Technical Support to the Education Sectoral Committee through Short Term Consultants

The process of finalizing the terms of reference for the consultants through the Education Sectoral Committee (ESC) Task Force was lengthy. Finalised ToRs were advertised through UNDP's Request for Proposal (RFP) process in August 2003. A re-advertisement process was required when only one response for each RFP was received. Candidates for the consultancies were agreed based on the second round of advertisements and the process of contracting began. Shortly before the finalisation of the contract for Education Financing, the security situation in Somalia, specifically Somaliland, deteriorated and the process was halted.

Communications through Email

One of the main tasks of the Secretariat is widely sharing information through an email network. For a number of reasons, this task has been constrained since the move to Kalson Towers. An assessment conducted revealed an unsatisfactory connection to the Internet and this was rectified through the estab-

lishment of a wireless link to the Internet.

Capacity Building and Secondment of Counterparts by the Somaliland Administration

Despite a number of reassurances and agreements, some ministries have yet to assign a counterpart to work with the SACB Secretariat in Hargeisa. Of note is the Ministry of National Planning and Coordination, under whose mandate coordination of international aid falls. The Ministry of National Planning and Coordination has yet to take advantage of the presence of the Secretariat in their offices and often do not attend the fora where international agencies are present and discussing project implementation.

During the past year, it has become clear that capacity building is not only required to ensure the facilitation of coordination but in leading coordination as well. Chairing, networking and related skills of the Director Generals and Ministers is a requirement if coordination among the international community is to be successful and productive. With its current terms of reference, this does not fall under the responsibilities of the Secretariat sub office, however, it remains a gap that requires input.

Global Fund Country Coordinating Mechanism

In 2003, the Global Fund for AIDS, TB and Malaria (GFATM) recognized

the SACB as the functional Country Coordinating Mechanism for Somalia, a prerequisite for receiving GFATM funds. Through work by partners in the Health Sector, US \$8.9 million was approved for malaria and US \$5.6 million for TB over the first two years. Pending successful implementation over the first two years an additional US \$4 million for malaria and US \$8.2 million for TB has been allocated and may be approved.

As it is currently structured, the SACB is a voluntary coordination body based on consensus. New challenges are emerging as a result of the GFATM funding with the main

challenge facing the SACB being to move from an advisory, information sharing body to one legally responsible for the effective and efficient allocation and technical monitoring of activity implementation under approved programs.

SACB Review

The SACB initiated a review of its structures, processes and value added in 2003. The challenge facing the Secretariat in 2004 will be to adapt to the outcomes of the SACB review process and ensure the successful shift to a new, more effective coordination structure.

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ANNEXES

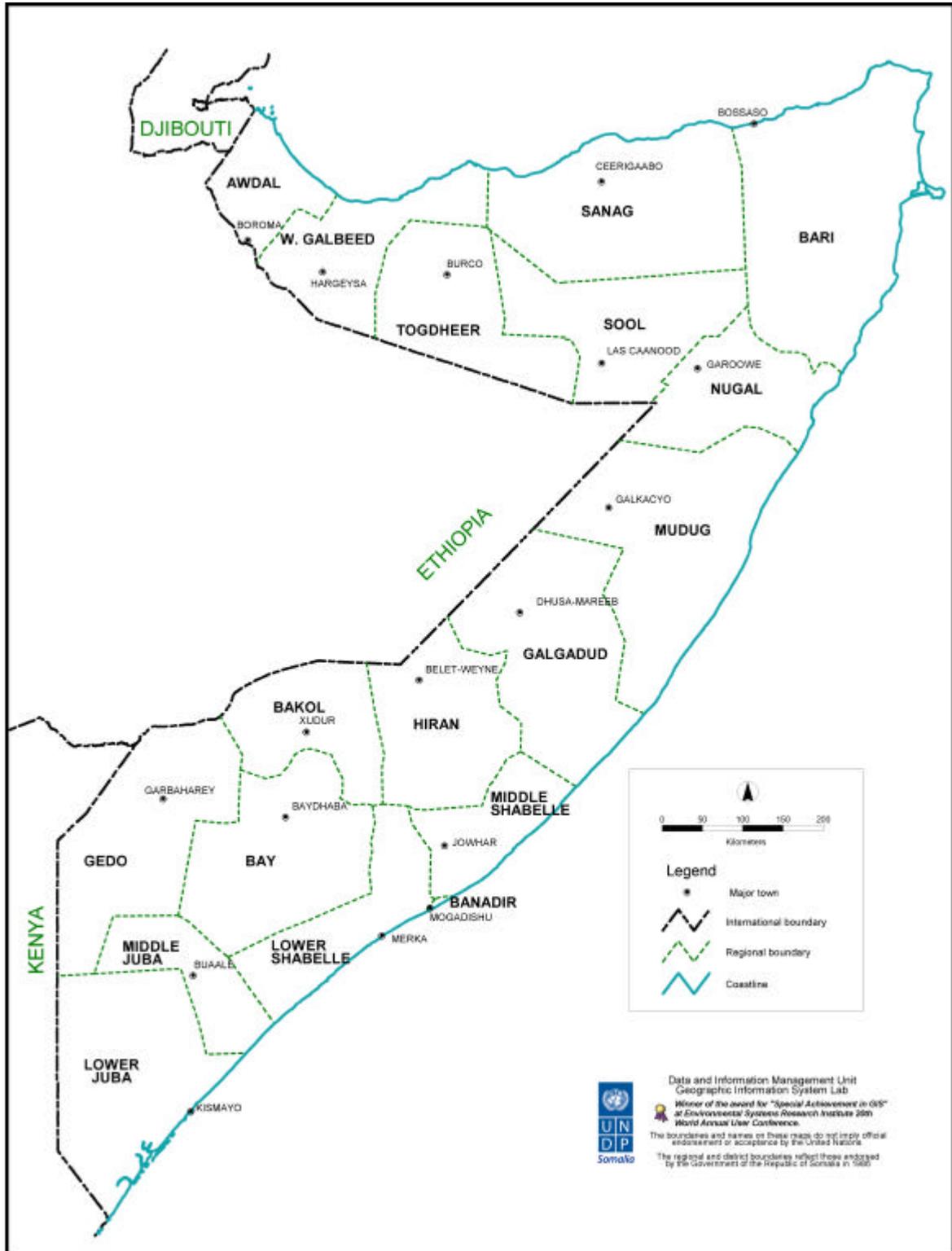
Annex 1

Support Map

Annex 2

Financial Report

SOMALIA



Financial Report

ANALYSIS OF EXPENDITURE FOR THE PERIOD 1 Jan – 31 Dec 2003

Budget Line	Description	Amount (USD)
11.01	Head of Secretariat	34,407
11.02	Project Analyst	2,572
13.01	Secretary	1,926
13.02	Office Clerk	789
13.03	Data Base Expert	3,601
13.06	Project Assistant	19,359
14.01	Field Support Coordinator	2,230
15.01	Travel in Somalia	3,029
21.01	Rent	19,061
21.03	Office Security and Maintenance	1,858
34.01	Meeting Costs	5,302
45.01	Office Equipment	31,590
45.02	Equipment and Support to the Field	11,968
52.01	Publications and Translations	7,778
	Administrative and Operational Services	7,132
	TOTAL	152,602

EXPENDITURE BY CATEGORY FOR THE PERIOD 1 Jan – 31 Dec 2003

Category	Amount (USD)
Technical Assistance	145,470
Administrative and Operational Services	7,132
TOTAL	152,602

SOURCE OF FUNDS FOR THE PERIOD 1 Jan – 31 Dec 2003

Source of Funds	Amount (USD)	Percentage (%)
Government of Denmark	13,106	9
Government of Italy	54,820	36
USAID	84,676	55
TOTAL	152,602	100

Note: The financial report above reflects provisional financial information only. Final expenditure figures will be available from UNDP New York by 1 April 2004.

All reports, publications, minutes of meetings and other documents referred to in this report are available from the SACB Secretariat, UNDP Somalia.
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