Welcome to the Sudan INGO Forum

Orientation And Useful Information

December 2014
Forum Terms Of Reference (ToR)

• Please take the time to read the ToR
Forum Membership

Members:
• International NGOs who:
  – Do humanitarian and/or development work
  – Are registered with HAC
  – Have offices or staff based in Sudan
• Must strive to uphold humanitarian principles & accepted standards and abide by relevant laws

Observers:
• INGOs not registered with HAC or who prefer not to be members
• Can participate in meetings but not in decisions
Sudan INGO Forum Meetings

• Monthly forum meeting:
  – All members and observers
  – 14:30, first Monday of the month
  – CDs or other decision makers

• Working Groups (WG) on priority issues:
  - South Kordofan only active group
  - Ad Hoc/Thematic WG can be established as needed

Please participate in the WGs according to your interests and expertise!
Other Relevant Meetings

• Sector meetings: Organised by UN sector/cluster leads

• The SC attends GoS and UN coordination meetings on behalf of the Forum. The SC will reach out to Members for their participation as and when needed and will report back to members through the weekly newsletter.
Darfur Coordination & Representation

• Darfur State INGO Forums:
  – In El Fasher, Nyala and El Geneina and Zalingei
  – Please ensure your agency participates if it works in Darfur

• Darfur State INGO Steering Committees / reps:
  – Chosen by INGOs in each state
  – Attend UN coordination (A/HCT) and security (A/SMT) meetings
  – Please raise any Darfur-specific questions or concerns with these reps first
Forum Mailing List

• Contact Information required:
  – General info: 1-2 reps (inc CD) per INGO
  – Security info: 1-2 reps (inc CD) per INGO
  – Minimum: Name, position, mobile, email
  – Ideally: Thuraya, Skype, VHF

• Excluded:
  – Email addresses not linked to specific individual or position
  – Individuals or positions outside Sudan

• Contact list should not be:
  – Circulated outside of the Forum
  – Used for mass mailings by individual agencies

• Forum mailing list maintained by Secretariat
Steering Committee & Secretariat

- 9 INGOs comprise the Steering Committee (SC) to represent the interests of the wider Forum

- Elected by Forum every 6 months (Jan, Jul)
  Sep 14 – Feb 15: ADRA, Danish Refugee Council (DRC), MC Scotland, Norwegian Church Aid (NCA), Tearfund, Terre des Hommes, UMCOR, Worldvision, ZOA.

- Chair & Vice Chair selected by SC for 3-month term
  Sep 14 – Feb 15: NCA (Chair), DRC (Vice Chair14)

- Please feel free to contact any SC member or the Secretariat if there are questions or concerns you would like to raise: ingoforumsudan1@gmail.com
The Steering Committee elects a Chair and Vice Chair on a six month rotational basis.

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<th>Name</th>
<th>Agency</th>
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<tr>
<td>Hans Birkeland</td>
<td>Norwegian Church Aid</td>
<td>Country Director</td>
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<td>Emily Russell</td>
<td>Danish Refugee Council</td>
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<td>Paul Howe</td>
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<td>Ali Eltayeb</td>
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<td>Douwe Dijkstra</td>
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<td>Frank Bossant</td>
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