

Readiness and Deployment parameters

MOVEMENT COORDINATION OFFICER

Part of the Strengthening Movement Coordination and Cooperation (SMCC) initiative

The Strategic Movement Coordination is the highest level of in-country Movement coordination that brings together the leadership of the National Society, the IFRC/participating NS representative(s) and the ICRC (usually the Head of Delegation). They form also the core of the Mini-Summit.

The Sending Partner is the Movement component that has the contractual and legal responsibility over the MCO. It commits to support technically and fully finance possible deployments as and when required. It ensures that at all time the MCO complies with deployment requirements

The Receiving Partner is the Movement component that, on behalf of the in-country Strategic Movement Coordination, hosts and provides administrative support to the MCO (see point 3.2 below for more details)

The SMCC Coordination Team is the joint ICRC/IFRC team at Geneva level that develops and advises on implementation of the SMCC Resolution, its tools and mechanisms

1. INTRODUCTION

This document presents the Readiness and Deployment SOP set out to frame the deployment of Movement Coordination Officer (MCO). The parameters are based on best practice and on the use of existing mechanisms for rapid mobilisation of personnel at the immediate onset of an emergency that requires a response by multiple Movement components. The present parameters should be reviewed and revised based on feedback from each deployment as well as regular more formal reviews, the first one being ideally by the time of the 2019 Council of Delegates.

2. POOL MANAGEMENT

2.1 Pool member selection

The ICRC, the Federation and National Societies (NS) are, by this SOP, required to put in place all reasonable measures to ensure that they have available suitably qualified and experienced personnel to act as MCOs in case of a crisis or disaster which requires the rapid response of multiple Movement partners. As a guide, there should be at least 8 pool members at any one time. If numbers fall below 6 members, the ICRC and IFRC are accountable for ensuring availability of an MCO if required.

The pool members must be available with the costs of their deployment already secured. The ICRC and the IFRC¹ will nominate at least 2 individuals each who, once approved to sit in the MCO pool, can deploy (with resources guaranteed) as quickly as possible according to availability. For NS pool members, funding may be provided either by the deploying NS or through the operation/International component requesting the deployment)

The pool members must meet the requirements set out in the MCO terms of reference and have demonstrated high performance in Movement coordination tasks in large scale operations. Members of the pool will be proposed and initially included based on CVs which should be approved by the ICRC and IFRC, as well as some NS who are involved. Remaining in the pool will be contingent upon good performance during deployments.

¹ These could be seconded “staff on loan” from an NS

Depending on the frequency of deployments and availability of the pool members, the size of the pool will be adjusted to allow for anticipated needs. Gender diversity, contextual competencies, language capacities and regional representation are criteria that will be considered during the selection process.

2.2 Pool member management

Owing to the limited size of the pool and the global application of the MCO, the pool is managed as a central surge capacity at the Geneva level. The pool members are registered in both of the existing systems for surge personnel managed by the IFRC and ICRC (IFRC surge database / ICRC RD pool). The list and profile of pool members can be accessed at any time by ICRC/IFRC personnel responsible for surge deployments and for Movement coordination.

There are currently no specific training courses planned as compulsory for the MCO pool members, although they will need to have completed either an ICRC or an IFRC security training. As induction into the MCO pool, they should have access to extensive individual or collective briefings/deep-dives into the operational and institutional cultures and working practices of both Geneva institutions, as well as in the SMCC process, which will be tailored to fit the needs and fill potential knowledge gaps of the selected personnel. An experience-sharing mechanism (e.g. exposure missions, shadowing, involvement in SMCC-related work streams) shall be put in place to ensure continuous learning and development of MCOs.

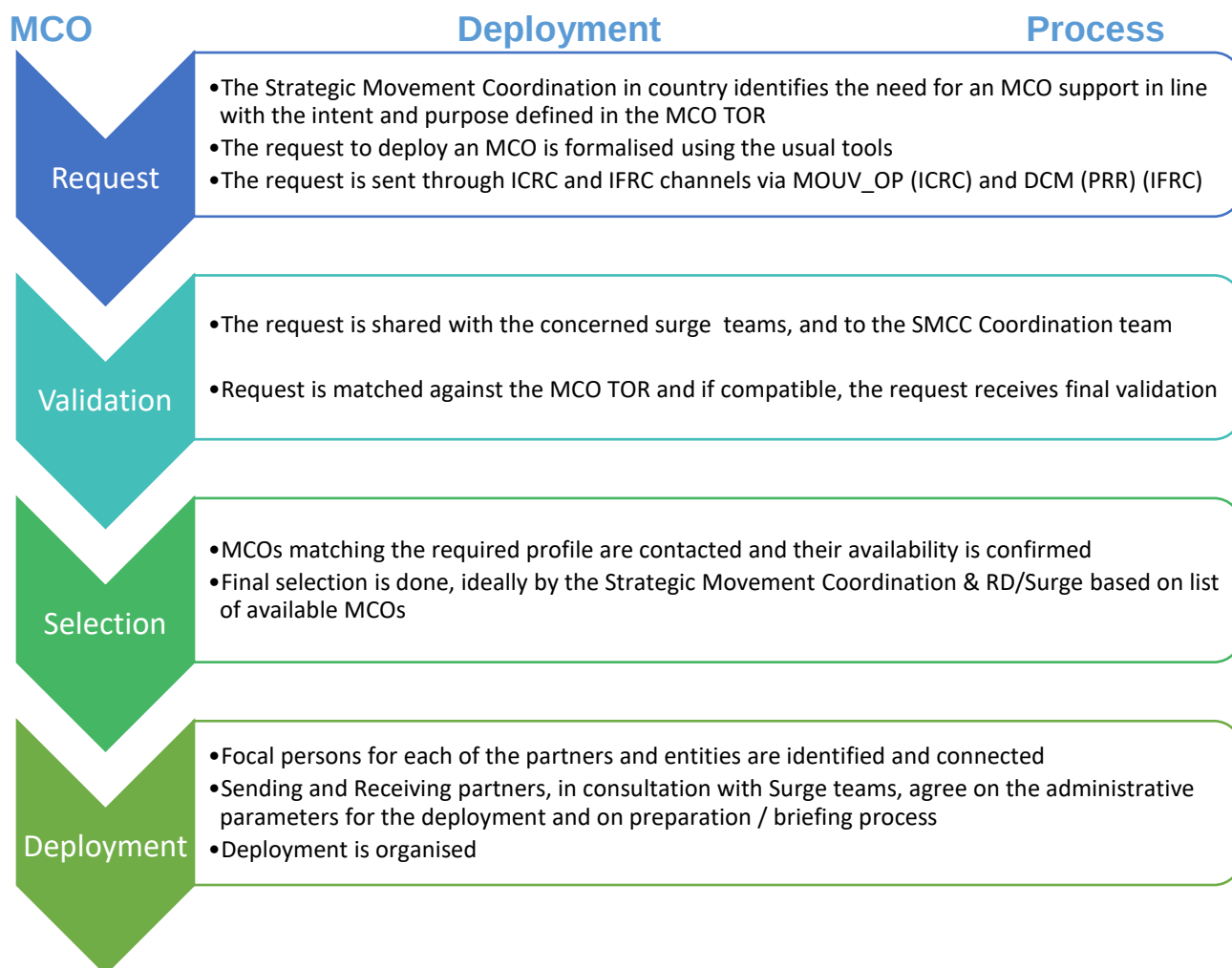
3. DEPLOYMENT DECISION MAKING

The MCO deployment is discussed in the affected country during the Mini-Summit that takes place within the first 24-48 hours of the onset of a large-scale emergency; this should be eventually considered a compulsory agenda item for such a meeting. The stakeholders in the mini-summit are the members of the Strategic Movement Coordination platform (see above).

When the request for a MCO is agreed, the Strategic Movement Coordination forwards it through the respective international components' channels, detailing the parameters of the request following standard surge/RD procedures. The agreed TOR for the MCO is the basis for evaluating if an MCO deployment request matches the identified needs. While the agreed TOR for the MCO will always be used to assess the requirements, contextual adaptations should be proposed as required in country, and validated by the SMCC team in GVA.

The request/decision for deployment for a MCO is normally validated by the respective Regional Director for the ICRC and Head of DCPRR for IFRC (an eventual push deployment for some operations may be authorised by the ICRC's Director of Operations). Once received at Headquarters and validated by the respective Regions, the SMCC Coordination Team coordinates any required technical input on the deployment order. The RD/Surge teams identify jointly pool members with corresponding profiles and contacts them, keeping the sponsoring partners informed.

Suitable candidates from the pool are then identified based on competencies and contacted, and a choice made by the Strategic Movement Coordination members. As soon as the MCO has been selected the deployment is initiated following standard procedures. Note that RD/Surge teams as well as the SMCC coordination team, and others as required, will brief the MCO before departure and debrief him/her accordingly.



4. DEPLOYMENT ARRANGEMENTS

MCOs are under contract with the Movement partner that supports and sponsors his/her deployment (i.e. the Sending Partner). Existing contract arrangements are maintained during the deployment. For pool members not on a contract at the time of deployment, a standard contract must be issued by the Sending Partner based on the following contracting options

Contracting Options

	NS (IFRC) led Operation	ICRC led Operation
IFRC seconded staff or	Short surge mission (based on TOR)	Short Staff on Loan surge mission based on standard rules and regulations
ICRC staff	Short surge mission on basis of FACT TOR	Surge mission based on internal standard procedures
NS staff	Surge deployment (FACT) ²	Short Staff on Loan surge mission based on standard rules and regulations

² As a result of the IFRC's Surge Optimisation, a new set of SOPs for individual surge will be adopted to replace FACT (anticipated mid-2019)

NOTE: Owing to volatility of the security situation and the likely complexity of the related legal framework (insurance, duty of care issues, etc.), MCO deployments to insecure environments (which will therefore have the ICRC as Receiving Partner) will take place only under the Staff on Loan regime according to the existing Surge regulation.

4.1 Length of deployment

In line with the objectives set out in the MCO TOR (i.e. providing advice and helping to set up an efficient coordination mechanism), the length of the mission is ideally limited to 4 to 6 weeks but can be up to a maximum of 3 months if required. This therefore remains within the scope of surge deployment standards of both the ICRC and IFRC, although protocols vary considerably.

4.2 Hosting, Security management, communication, visibility

During the deployment, the MCO sits within the Receiving Partner's structure and follows its security, communication and management protocols. If the Host National Society is the Receiving Partner, expatriate MCOs will – for reasons of security management as well as privileges and immunities – fall within the structure of the ICRC or IFRC, whichever has the leading role in country or is better equipped to host, but should when possible have their office within the NS HQ.

The Receiving Partner is responsible to provide any relevant support and services (security, accommodation, in-country transportation, visual identification ...) to the MCO, as appropriate under existing surge deployment rules and regulations. The MCO is bound to respect the specific rules and regulations set forth by the Caring Partner. Lack of compliance by any of the parties may result in cancellation of the MCO deployment.

4.3 Financial arrangements

All costs, be they direct or indirect, incurred during the deployment will be covered by the Sending Partner, in line with their existing financial procedures. To ease the administrative process and on behalf of the Strategic Movement Coordination, the Receiving Partner may centralise all in-country costs and bill the Sending Partner accordingly.

4.4 Insurance and health policy

The Sending Partner is responsible to ensure that the MCO has, at all times, valid insurance and medical clearances as well as valid travel documents and vaccinations, according to standard surge deployment and/or specific advice based on the profile and potential deployment environments.

4.5 Travel and per diem

Travel to/from the mission and per diem for the length of the mission is organised by the Sending Partner according to standard procedures. Any incurred costs will be charged to the Sending Partner.

4.6 Deployment kit and tools

The Sending Partner ensures that the MCO has personal equipment as required for deployment (mosquito net, medical kit, cash float, etc.) while the Receiving partner will normally provide working requirements (office space³ if required, computer, phone, etc) according to the specific circumstances and requirements⁴. The MCO will be provided with required paperwork, tools, guidance as part of their briefing – which should be in Geneva or the IFRC Regional office.

³ Ideally will be at the NS HQ, unless security or other exception applies

⁴ Personal identification (ICRC, IFRC or NS) will be decided case by case

5. REPORTING LINES

The MCO is accountable to the Strategic Movement Coordination, and directly supervised by the person designated by the SMC for this purpose, which refines the MCO's TOR / objectives; ideally the direct line management is from the SMC member who represents the Receiving Partner, or someone nominated by them.

A technical reporting line links the MCO to the relevant Head of Sector in MOUV_OP for the ICRC, and the corresponding Op Co or similar in the IFRC Regional office (they also provide the link to other technical colleagues). Also, the RD/Surge and SMCC coordination team in Geneva will be kept informed of the MCO's activities and will receive a copy of the EOM report.

The Sending partner is kept informed of administrative issues related to the deployment as and when necessary.