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Age and Disability Technical Working Group (ADTWG)

1. Background

Age and Disability TWG has been set up in December 2015 under the auspices of Protection Cluster in order to address the particular needs and risks that have arisen in Ukraine for older people and people with disabilities. The aim of the working group is to provide technical support to humanitarian actors, advocate for and promote effective mainstreaming of age and disability into the humanitarian response and provide a forum to share information and monitor impact. ADTWG is coordinated by HelpAge International in Ukraine.

2. Objectives

a) General objective

Provision of the technical information and coordinating platform for effective promotion of an inclusive humanitarian response toward older people and persons with disabilities including within the IDP, non-displaced conflict affected and host communities in Ukraine.

b) Specific objectives

- Raise awareness regarding the contextual factors that can lead to the exclusion of older persons and people with disabilities. The purpose of the meetings of a TWG should be precisely to have a "hands-on" and "result-oriented" approach
- Reinforce or build capacities of humanitarian stakeholders, including partner organizations and clusters (e.g health, WASH, Shelter, CCCM, Food Security and Livelihoods, Education, etc) to better understand and respond to the needs of persons with disabilities and older persons through the delivery of inclusive humanitarian assistance.
- Ensure that organizations working with persons with disabilities and older people in Ukraine are aware and meaningfully contribute to the Protection Cluster coordination mechanisms, including the service mapping, referral processes and alignment of key protection messages to the affected population, as well as reporting on implementation of protection activities when applicable.
 - Promote the ownership of clusters of age and disability inclusion by establishing, training and mobilizing a network of cluster focal points and contribute to strengthening of other clusters' participatory approaches by



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facilitating their linkages with organizations working with persons with disabilities and older people.

- Support evidence-based advocacy by identifying age and disability concerns and needs, including through joint coordination and assessment with the Protection Cluster and any other relevant sectors, and supporting the Protection Cluster in bringing these issues to the attention of the humanitarian leadership.
- Promote equal and dignified access of people with disabilities and older people to participative processes leading to the design and delivery of inclusive humanitarian aid.
- Strategic collaboration with Protection Cluster establishing an agreed workplan and tools on age and disability mainstreaming to inform inclusive humanitarian response.
- To map training needs and organise trainings for humanitarian stakeholders, disseminate tools and resources and promote effective participation of all relevant stakeholders in mainstreaming inclusive interventions.

3. Activities

Coordination

The ADTWG coordinates and compiles information regarding the inclusion of older people and people with disabilities in the humanitarian response for the evidence-based advocacy. In alignment with the existing Protection Cluster tools, it contributes to the cluster mapping of existing services to facilitate coordination and create synergies between actors and provides updated information, data, and feedback mainly through protection cluster and supports different clusters, sub-clusters and working groups, about the progress and activities implemented by ADTWG and its members.

Identification of service gaps and promotion of Protection Cluster referral pathways by contributing to the existing system

The ADTWG facilitates the identification of gaps in the humanitarian response and service provision for older people and persons with disabilities, to inform the Protection Cluster advocacy, fundraising and response development with partners. It ensures that the protection cluster referral pathways are adapted



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and take into account the specific needs of older people and people with disabilities.

Assessments, data collection, and monitoring

The ADTWG promotes the collection, analysis, and use of gender, age and disability disaggregated data (¹SADDD) regarding the needs of older people and persons with disabilities to enhance humanitarian program development, the targeting of relief efforts, and the monitoring of protection risks. It maintains updated primary and secondary data regarding the needs of older persons and persons with disabilities.

Capacity building and technical support

The ADTWG raises awareness and provides technical support to its members and other humanitarian actors, Clusters, Working Groups and government agencies regarding inclusion of older people and persons with disabilities in the humanitarian response and promotes adherence to Humanitarian Inclusion Standards for Older People and People with Disabilities, IASC Guidelines and other relevant guidance. The ADTWG may also act as a think tank for longer term humanitarian needs and transitioning to recovery phase as the conflict impacts of the community needs and adjusts to different contexts.

Advocacy and communication

The ADTWG participates in cluster meetings and other relevant coordination mechanisms at national and field levels, in order to raise awareness regarding the inclusion of older people and persons with disabilities in the humanitarian response. The ADTWG promotes the direct and meaningful involvement of older people and persons with disabilities, as well as Organisation of Persons with Disabilities (OPDs) and Older People Associations (OPAs) and in its activities and in the design, implementation, and monitoring of humanitarian assistance.

The ADTWG will document key protection issues affecting older persons and persons with disabilities and in Ukraine, best practices and lessons learned regarding inclusion of older persons and persons with disabilities to inform the overall Protection Cluster Advocacy strategy and influence a more inclusive humanitarian response across the sector and agencies.

4. Membership

¹ Sex, Age and Disability Disaggregated Data



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ADTWG is open to all UN agencies, national and international NGOs or entities, OPDs and OPAs with established presence in the area of intervention within Ukraine, and actively involved or desire to be, in implementing age and disability sensitive activities / or activities implemented following the [Humanitarian inclusion standards for older people and people with disabilities](#) and IASC Guidelines for persons with disabilities in Humanitarian action.

In addition, the ADTWG will proactively reach out to operational and country-based organizations of persons with disabilities and older persons associations in order to encourage their meaningful participation and active engagement in the ADTWG.

Engagement with external actors can be done through dedicated briefings, bilateral meetings, etc.

5. The governance system of ADTWG

The ADTWG is established at national level, under the National Protection Cluster, and comprises the following key roles:

a) Coordinator

At present the ADTWG is coordinated by HelpAge International (HAI), who commits to provide technical and dedicated staffing support to the ADTWG, taking responsibility for the overall functioning and work of the ADTWG. The Coordinator also commits to representing the ADTWG in the Protection Cluster meetings and other relevant coordination forum, as well as in strategic advocacy events.

Co-coordination arrangements may be adopted once an organization with the capacity to fulfil the coordination roles and meaningfully contribute to the ADTWG is identified. Selection processes will be discussed with the Protection Cluster and ADTWG members.

b) Age and Disability Technical Specialist

Provide technical inputs to documentation, advocacy products, training modules, tools and other resources. Work with other clusters (WASH, Health, Food Security etc) with the purpose of identifying and responding to the gaps in age and disability inclusive response and support with capacity strengthening on age and disability inclusion.



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Identify focal points on age and disability inclusion within the ADTWG and other cluster to strengthen the influencing of age and disability focused approaches.

Take proactive responsibility by staying informed about development and good practices in age and disability inclusion and mainstreaming.

Closely monitor the local context and provide updates on contextual changes to promote informed decision making and create linkages with other clusters like WASH, Health etc.

c) Members

Expected responsibilities and contributions of members.

All members respect and adhere to humanitarian and protection principles of humanity, neutrality, impartiality, independence, as well as respect for the confidentiality of beneficiaries, and a "Do No Harm" approach.

ADTWG serves as a platform for participation and contribution from active members of the ADTWG, including local NGOs, INGOs (particularly Organisations Persons with Disabilities (OPD's) and Older People's Associations (OPA's), donors, Governmental organizations, UN-agencies, Government of Ukraine and other countries-partners with established presence, who voluntary commit to contributing to sharing information and knowledge, developing and reviewing materials to jointly produce technical guidance and advocacy messages. This is also an affective platform for linking partners and dedicated professionals with expert knowledge and implementing organisations in need for best practices and guidance.

6. Decision Making process

The ADTWG Coordinator will facilitate the decision-making process in consultation with the general members of ADTWG. When there is any disagreement between partners, suggestions received from the majority of the members will be given priority and concerns from all feedback will be addressed with appropriate responses.

7. Meeting and Reporting

The ADTWG will meet once a month, however ad hoc meetings may be called if needed. The ADTWG Coordinator is responsible for taking notes and meeting minutes. The ADTWG commits to establishing an annual plan of action in line with the Protection Cluster Response Strategy and Humanitarian Response Plan,



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detailing the responsibility of each organisation participating in the ADTWG to accomplishing the results agreed to in the action plan. The Coordinator will also contribute to narrative reporting and share the ADTWG updates in Protection Cluster meetings.

8. Revision

The TOR will be revised on annual basis or needs basis to be responsive and adapting to the changing context, new plans and policies and member's commitment.