



Country Consultation Guidance on the Revision to the *Minimum Standards for Child Protection in Humanitarian Action*

1. Introduction

The Minimum Standards for Child Protection in Humanitarian Action (CPMS) is an inter-agency tool, which captures best practices, evidence and experience in humanitarian action to establish minimum standards that can be applied in a range of contexts worldwide. Launched in 2012, they are currently being revised; the new edition will be released in mid-2019. The revision, which began in September 2017, has been a collaborative process with over 70 individuals contributing their time and expertise to date to review existing evidence and good practice, trying to safeguard what can be preserved in the current text, and producing Drafts 1 and 2 of the new edition. The work has been supported from aspects of disabilities, gender, urban context, child participation, youth, refugee/IDP/migrant perspectives, infectious diseases and systems thinking.

Now that there is a draft to share, there are three ways that the broader child protection community can engage: the individual online survey (<http://surveys.phap.org/s3/CPMS-draft2-comments>); thematic virtual consultations (by invitation; please share your ideas for online sessions at: cpms.wg@alliancecpha.org) and country-level consultations. This guidance is about the latter, which may include both national and sub-national workshops. The package provides guiding questions, sample agenda items, some relevant ice-breakers, and a reporting form. Some countries may opt to do Focus Group Discussions with beneficiaries. If it is with adults, you may be able to adapt some of the questions in this guide; if it is with children, we request that you contact the CPMS Working Group: cpms.wg@alliancecpha.org. Whatever the form of consultation, the global CPMS WG expects that the highest level of safeguarding will be used, emphasizing our core CPHA¹ principles and ensuring that practical, quality measures are in place to care for any participants who may find themselves in distress.

Purpose

The purpose of the consultations is to ensure national inputs, including national actors, alignment with current practices, a broad ownership of the updated standards, and validation of the new approaches. Specifically, we ask you to provide feedback on the draft version of the revised CPMS, making sure that they:

1. Capture recent good practice, developments and evidence in humanitarian work;
2. Are written in a way that is more accessible to and useful for national and local humanitarian responders;
3. Strengthen the relevance of the CPMS in different contexts – for example refugee/IDP/migrant settings, urban areas, and infectious disease outbreaks.

For more details on the revision process, please consult <https://alliancecpha.org/cpms-revision/>.

Calendar

The country consultations run until August 31st 2018. To avoid potential duplications, please email the CPMS Working Group **as soon as possible** with any plans to hold a consultation.

¹ Child Protection in Humanitarian Action



2. Holding a consultation

Face-to-face consultations² are an important opportunity to bring a variety of people together and generate engaging discussions. They can involve a range of stakeholders - such as national authorities, local faith-based organizations, national and international NGOs, UN agencies - from child protection and the broader humanitarian community.³ They may include a component of feedback from beneficiaries (younger children, adolescents, parents/caregivers, etc.)

Types of consultations

Depending on the experience and interests of child protection actors locally, you may choose to focus your consultation on:

- One or more **specific Standards** – for example, Family Strengthening, Coordination
- A specific **theme** that is relevant to your context – for example urban contexts, infectious disease outbreak settings or refugee/IDP/migrant contexts⁴
- Or a **mixture** of the two approaches.

Many different types of country consultations may take place, for instance:

- **Dedicated:** A workshop, webinar, etc. focused only on consulting participants about the revised CPMS; it would vary in length.
- **Side event:** The consultation is attached to an existing event or meeting (such as the regular CP Coordination meeting). It might be an hour or ½ day.
- **Training events:** The revisions are built into a CPHA training activity or a related training programme on quality and accountability, and feedback is sought.

The list above is not exhaustive, please feel free to be creative!

² Where security or distance are key challenges, a short, virtual consultation may be more appropriate. Please feel free to contact the CPMS WG if you wish to explore that option.

³ The Integration standards (previously Mainstreaming standards) will be ready for consultation beginning July in English only.

⁴ While we certainly don't expect consultation groups to read all the Standards, some groups may want to read a few key ones and then review them collectively for thematic purposes.



Affected communities

The main users of the CPMS are child protection staff working in humanitarian contexts. Consultations with affected communities may focus less on the Standards themselves, and more on the way the communities perceive their interactions with child protection organisations, the ways in which protection is enhanced, and the concepts of dignity and participation in practice. These events should be led by people who are part of the community or by external actors they accepted. These actors should have experience in holding FGD and community consultations. Again, the CPMS Working Group stresses the need for a robust application of ethics and safeguarding.

Costs

The CPMS Working Group has financially supported consultations in 11 locations worldwide. Unfortunately, all of the funds have now been allocated. Thus, we suggest that consultations be held alongside other events or in a manner that will reduce the need for participants' travel and accommodation.

Resources

There are a number of resources to assist countries in undertaking a consultation exercise:

- This guidance document
- Reporting forms (for an individual event and compiled into a country report)
- Proposed questions for a consultation with practitioners and affected adult community members
- PPT – background on the CPMS and its revision, as well as instructions for a group to discuss the text
- A Quiz in PPT format
- Technical support at: cpms.wg@alliancecpha.org

3. Facilitating a consultation

Pre-meeting survey

If the consultation brings together people from outside the regular coordination group it may be useful to send participants a few questions ahead of the meeting, which will help you understand their background and use of the CPMS, as well as get them thinking about the focus of the consultation. The key results of the survey can be shared at the beginning of the meeting and may shape its agenda.

It would be wise to survey the group about which Standards or cross-cutting themes most interest them. Please note that the global CPMS Working Group would like every Standard to be reviewed by at least 2 countries. Therefore, please keep us informed and kindly do be open to reviewing a specific, requested Standard.

Timing and agenda

Depending on the number of Standards you wish to examine and the diverse interests and experiences of participants, your consultation might last anywhere from an hour to a full day or even two. The agenda should be adapted to the participants' needs and the context. Please contact the CPMS Working Group if you would like support in identifying the best format and length of your consultation.



Agenda suggestions

To get the most out of your consultation, you may wish to include some or all of these topics:

- I. Introduction
 - a. An introduction to the meeting and participants
 - b. An explanation of the main expertise present in the room
 - c. A review of the agenda and ways of working for the meeting
 - d. Background on the revision process, including the focus on gathering evidence and practice to build consensus, and instruction for the consultative activity. This information, including a general PowerPoint presentation, is available at: <https://alliancecpha.org/cpms-revision/>
- II. Reviewing standards
 - a. Break-out groups to review specific standards in more detail.
 - b. A session on suggestions for additional content
 - c. A summary of recommendations
- III. Concluding remarks, including:
 - a. The report of the national consultation will be shared with the participants
 - b. Ways to stay involved
 - i. Fill in the on-line survey about other Standards that interest them
 - ii. Encourage participants to sign up for the global Alliance's newsletter
 - iii. Add participants to a consultation list to be kept informed on progress
 - iv. Discuss how to expand in-country launch, dissemination and implementation of the 2nd edition

4. Reporting on your Consultation

Since the CPMS revision team will need to consolidate all the feedback from a large number of consultations, **it is very important** that you report on your event using the reporting guidelines (Annex 2).

Please follow these carefully, so that all your hard work can be properly considered in the final discussions by the various drafters. The quality of note taking is critical. It would be wise to brief the note-takers before the event (sharing the reporting format) and to check on their work early in the first session. Be sure that they are using the numbering system that appears as [#] before each sentence. Where possible, two people should be taking notes during the plenary sessions to ensure that everything is captured.

Kindly share a final country report – to be accompanied by a report for each consultative event - (in English, French, Spanish or Arabic) with the CPMS revision team (cpms.wg@alliancecpha.org) **within two weeks** of the last consultation.



Annex 1: Guiding questions

The CPMS applies to all contexts and phases of humanitarian action, including preparedness measures to strengthen child protection systems to be able to respond when a crisis hits, as well as emergency response itself. When reading the revised Standards, please bear in mind that **they are not intended to provide guidance nor the level of detail expected of such guidance**. The CPMS do not replace programme guides or toolkits. They should provide an overview of the minimum quality achievement by actors to protect children in humanitarian action. It focuses on the ‘what’; not the ‘how’.

The following questions are designed to directly feed into the revision process, although you should adapt them to fit your audience needs. Please ask questions 1, 2 and 3; the others are optional.

1. When examining a specific Standard, what **developments** have taken place that affect the content of that standard? Are they adequately reflected in the proposed text? If not, how would you modify the key actions, indicators or guidance notes?
2. Do the standards, key actions and indicators represent the **minimum** to be achieved in humanitarian action? Are there sections that would better fit in programmatic guidance than these minimum standards?
3. Is the language **clear and concise**?
4. Given that the current draft standards will need to be shortened during the autumn review process, are there duplications or sections that have become too wordy?
5. Do you know of **studies or other evidence** providing support for or contradiction of specific standards, key actions, indicators, or targets?
6. Do you have any infographics, diagrams, or other graphics that could be used to **illustrate** the main points of the text?
7. Do you have any feedback on the proposed **structure** of the 2nd edition?
8. Could any standards be **removed or merged**?
9. Is there any critical tool or document missing in the **references** section?



Consultations with affected communities

Having established what child protection is and (as appropriate) who are humanitarian actors, the following questions may provide ways to approach a consultation or discussion with adults in an affected community:

1. What is the most important thing to mention about how humanitarian actors have worked to protect vulnerable children in your community?
2. How could that assistance be improved (including what was provided, and how it was delivered; level of involvement of the community in decisions about the approaches used)?
3. Is there a way that child protection actors have supported you to feel respected? Is there a way that they could have better supported your dignity in the crisis?
4. Child Protection organisations have a set of 10 principles that guide their work with children and families. [Explain them]. Do you think anything is missing?
5. What are the most important factors the community would like to be considered in the revised CPMS?

