**TERMS OF REFERENCE**

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| **TEAM 3 (5 persons)** | **Inclusive action** |
| Name of participants:--- -- | Coach- Rina- Christina |

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| **Objectives****1/ Ensure dignified and safe access for all to the food distribution****2/ Organize a referral system to allow management of various supporting activities to the food distribution, such as first aid, psychosocial support, referrals for gender-based violence (GBV), child-friendly space, health/hygiene promotion and restoring family links (RFL)** |

Preparatory tasks on Thursday 26 May 2016

* Design a system to welcome people, register individually and identify their specific needs - and refer then to specific activities below based on needs
* Design necessary assessment forms, registration forms and vouchers
* Plan for the following activities:
* Child-friendly space
* First Aid post
* Psychosocial Support (PSP)/referrals for gender-based violence (GBV)
* Health / hygiene promotion post
* Restoring Family Links (RFL) post
* Coordinate with other teams on logistic needs and inclusiveness

Friday morning

From 08.00 to 11.00

* Assessment in the area surrounding the site
* Preparation of beneficiary lists and vouchers and information sheets for the community
* Preparation of the activities / coordination with LOG team / briefing of volunteers and other teams

From 11.00 onwards

* Welcome people arriving at the registration desk
* Register and assess needs, provide vouchers for food distribution
* Based on needs handle specific cases and refer to related activities or services

**CHECKLIST**

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| * Gender and diversity analysis to inform beneficiary registration and prioritization of community members
* Awareness to other teams / behavior
* IEC materials / language / visual
* Specific health services for women and adolescent girls
* Refer to the IFRC Minimum Standards!
 | * Management of volunteers (briefing / tips)
* Information dissemination to the population
* Services and referral mechanisms for GBV
* Note the composition of your teams
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