

## Terms of Reference

List the planned Sphere-related activities your organisation is intended to conduct in the next 12 months?

| Planned Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Tentative timeline (if applicable)                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <b>Engagement with government/advocacy</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                           |
| <ul style="list-style-type: none"> <li>+ Influence and advocate decision-makers at all country levels.</li> <li>+ Carry on its ongoing advocacy with authorities and prospect partners in Portuguese, Spanish (upon aligned with Sphere if an existing focal point and-or trainer is not present – willing to support), and ongoing articulation with Greek institutions</li> <li>+ Lined up a meeting with Executive Director at Africa-Europe Diaspora Development Platform (ADEPT), in Brussels</li> <li>+ Upon FIHM return to Angola within the next few weeks, and prospects to assist in Mozambique</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                | Last quarter of 2021/ early 2022                                          |
| <b>Sphere training and events</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                           |
| <ul style="list-style-type: none"> <li>+ Expand the successful initiatives and response in Brazil that have reached the FIHM contacts and network of collaborators in Portugal who have been expressing their interest in training to also reach all those of the European Portuguese language.</li> <li>+ Due to the extent of our network of collaborators worldwide, carry on with in-house Sphere Handbook study/training.</li> <li>+ As Covid19, traveling, and financial requirement allows, carry on fulfilling the demands for the FIHM volunteer services at which Sphere standards are effectively applied. The Sphere handbook travels with our volunteer members who also have the Sphere App on their mobile phones in the field ready to share its standards at any given situation before us and those in dire need of guidance.</li> <li>+ Training activities in Portugal to FIHM European collaborators as well as a result of FIHM advocacy, articulation, and negotiation also in Europe and Africa.</li> </ul> | Last quarter of 2021/ early 2022                                          |
| <b>Translation of the Sphere Handbook, Tools &amp; Learning materials, etc.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                           |
| <ul style="list-style-type: none"> <li>+ The Sphere standards and the Coronavirus response</li> <li>+ Sphere Handbook into European Portuguese</li> <li>+ Sphere urban guide into European Portuguese</li> <li>+ A few of the Sphere Training Pack modules in response to Sphere request to support the disaster in Mozambique</li> <li>+ Sphere Brazil Video Series Project</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | March 2020<br>November 2020<br>February 2021<br>May 2021<br>February 2021 |

**Coordination with the Sphere community at the country/regional level**

|                                                                                                                                                                                                                                           |                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| ✓ Finalized workshops by Martin V. Garcia, Latin America Sphere Trainer                                                                                                                                                                   | Nov 2020 to date                 |
| ✓ The Sphere focal point in Uruguay expressed its interest to train ADRA's volunteer team and assisted the FIHM Uruguay branch with a documentation referral. It hasn't yet materialized, if so, will first align with Sphere in advance. | Nov 2020                         |
| ✓ Advocate the Sphere Standards and training at all articulation and negotiations in Portugal                                                                                                                                             | Last quarter of 2021/ early 2022 |
| ✓ Reach out to portuguese organisations and promote the Portuguese HB.                                                                                                                                                                    |                                  |

**Other(s)**

|                                                                                                                                                                |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| ✓ FIHM's strong presence on social media and website content-generating interest, contacts, and steady requests for training in Portuguese-speaking countries. | Ongoing |
| ✓ Emulate the successful dissemination model as conducted in Brazil.                                                                                           |         |

**How are you going to evaluate the success of the above-mentioned activities?**

*(please suggest success indicators for each activity)*

According to the outcome experienced from all reported above. Most importantly, by its most senior representative, Friar Luciano's Sphere standards advocacy at all meetings, talks, events, day-to-day dealings.

The FIHM priority nature and commitment to effectively deliver and apply the standards to genuinely reach the affected population as its core value, validate and offer legitimacy, offers the real-life application, and proof of effectiveness.

Carry on reporting all activities in Brazil and Portugal on Sphere agenda platform to exponentially attract others around the world aside from those Portuguese-speaking countries.

**Is your organisation working with other Standards initiatives? If so, how do you collaborate with them?** *(Please specify if you are a member of CaLP, CPMS, INEE, LEGS, Seep network, ADCAP and/or the CHS Alliance)*

In February 2021, Humanitarian Fraternity (FIHM) was also invited to join the global body of focal points of INEE. Aside from the worldwide visibility of FIHM's genuine attempt to contribute to get the Sphere Standards to Portuguese-speaking nations, INEE's Portugal representative approached FIHM who embraced the challenge. Since then FIHM has been both improving the services it's been providing since 2011, reinforcing the application of international standards, and training hundreds of FIHM steady collaborators, agencies, institutions, corporations, governments, professionals, etc.

Since May 2020, in contact with Cathy Watson of LEGS, nevertheless, due to the FIHM priority service demand vs. mobilization cost vs. volunteer staff available to respond to all, FIHM has been following up on LEGS standards and initiatives, but not directly involved.